



Agenda
EXECUTIVE COMMITTEE
THURSDAY, August 3, 2017
4:00 p.m.

Conference Room
128 Sun Street, Suite 101, Salinas, California

CALL TO ORDER

ROLL CALL

President	Simón Salinas (County of Monterey)
Vice President	Robert Cullen (City of King)
Alternate Vice President	Gloria De La Rosa (City of Salinas)

GENERAL MANAGER AND DEPARTMENT MANAGER COMMENTS

COMMITTEE MEMBER COMMENTS

PUBLIC COMMENTS

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

CONSIDERATION ITEMS

1. [Minutes of June 1, 2017 Meeting](#)
 - A. Committee Discussion
 - B. Public Comment
 - C. Recommended Committee Action – Approval
2. [May 2017 Claims and Financial Reports](#)
 - A. Receive a report from Finance Manager Ray Hendricks
 - B. Committee Discussion
 - C. Public Comment
 - D. Recommended Committee Action – Forward to the Board and Recommend Approval
3. [June 2017 Claims and Financial Reports](#)
 - A. Receive a report from Finance Manager Ray Hendricks
 - B. Committee Discussion
 - C. Public Comment
 - D. Recommended Committee Action – Forward to the Board and Recommend Approval
4. [A Resolution Approving the Revised Personnel Allocation, Salary Schedule, and the New and Revised Job Descriptions, Reflecting the Reorganization of the Administration Department, Resource Recovery Department, and Management Staffing Effective August 28, 2017](#)
 - A. Receive a report from General Manager/CAO Patrick Mathews
 - B. Committee Discussion
 - C. Public Comment
 - D. Recommended Committee Action – Provide Input, forward to the Board and Recommend Approval
5. [Discussion on Future Board Retreat Dates and Facilitation](#)
 - A. Receive a report from General Manager/CAO Patrick Mathews
 - B. Committee Discussion

- C. Public Comment
- D. Recommended Committee Action – Forward to the Board for Discussion and Direction

6. Update on Hazardous Preparedness

- A. Receive a report from General Manager/CAO Patrick Mathews
- B. Committee Discussion
- C. Public Comment
- D. Recommended Committee Action – None, Informational Only

PRESENTATION

7. CalEnviroScreen - Designation of Disadvantage Communities

- A. Receive a report from General Manager/CAO Patrick Mathews
- B. Committee Discussion
- C. Public Comment
- D. Recommended Committee Action – None, Informational Only

FUTURE AGENDA ITEMS

8. Future Agenda Items – View Ahead Calendar

ADJOURNMENT

This meeting agenda was posted at the Salinas Valley Solid Waste Authority office at 128 Sun Street, Suite 101, Salinas, on **Thursday, July 27, 2017**. The Executive Committee will next meet in regular session on **Thursday, September 7, 2017, at 4:00 p.m.** Staff reports for the Authority Executive Committee meetings are available for review at 128 Sun Street, Suite 101, Salinas, California 93901, Phone 831-775-3000 and at www.salinasvalleyrecycles.org.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact 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)

**MINUTES OF MEETING
SALINAS VALLEY SOLID WASTE AUTHORITY
EXECUTIVE COMMITTEE
June 1, 2017**

DRAFT

CALL TO ORDER

President Salinas called the meeting to order at 4:02 p.m.

Committee Members Present

Simón Salinas	President
Robert Cullen	Vice President
Gloria De La Rosa	Alternate Vice President

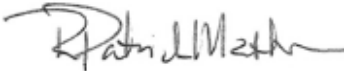
Staff Members Present

Patrick Mathews, *General Manager/CAO*
Cesar Zuniga, *Asst. General Manager/
Operations Manager*
Ray Hendricks, *Finance Manager*
Brian Kennedy, *Environmental and
Compliance Manager*

Mandy Brooks, *Resource Recovery Manager*
Erika J. Trujillo, *Clerk of the Board*
Thomas Bruen, *General Counsel*
(via telephone)

ITEM NO. 1

Agenda Item



General Manager/CAO

N/A

General Counsel

GENERAL MANAGER AND DEPARTMENT MANAGER COMMENTS

(4:03) General Manager/CAO Mathews reported on the meeting he attended with the City of Salinas staff regarding a supplemental waste system project study the administration has decided to conduct. He informed the committee he will maintain communication with City staff and that he will keep the Committee informed.

COMMITTEE COMMENTS

None

PUBLIC COMMENT

None

CONSIDERATION ITEMS

1. Minutes of May 4, 2017, Meeting

(4:05)

Public Comment: None

Committee Action: Alternate Vice President De La Rosa made a motion to approve the minutes as presented. President Cullen seconded the motion. The motion passed unanimously; 3-0.

2. April 2017 Claims and Financial Reports

(4:06) Finance Manager Hendricks provided a report indicating that finances are stable with a slight increase in expenditures for the green waste and construction and demolition processing due to the February and March storms. There was an increase in tonnage revenue and the savings in other areas will cover the extra expenses and is confident to end the year within the budget.

Public Comment: None

Committee Discussion: The Committee discussed the report.

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

3. A Resolution Approving the Agreement to Participate in the California Public Employees Retirement System (CalPERS) Prefunding Plan: California Employers' Retiree Benefit Trust (CERBT), to Prefund Other Post-Employment Benefits (OPEB) and Designating Certain Positions the Delegation of Authority to Request OPEB Disbursements

(4:09) Finance Manager Hendricks presented the program and the details of participating in the California Employers' Retiree Benefit Trust through the CalPERS organization, and the three options available including the risk levels for each. He stated that the Authority started designating money for the program since fiscal year 2015-16 and is prepared to participate in the program.

Public Comment: None

Committee Discussion: The Committee discussed the presentation inquiring about the deadlines for the submittal of the agreement and the amount of participation amongst other local government agencies.

Committee Action: Vice President Cullen made a motion to forward to the Board of Directors for approval. Alternate Vice President De La Rosa seconded the motion. The motion passed unanimously; 3-0

4. A Resolution Establishing the Investment Policy

(4:22) Finance Manager Hendricks presented the Investment Policy, explaining no changes were made from the current policy. He explained the diversified investment staff chose to increase returns and the increase that has been seen. He informed the committee that staff will continue to look for higher yielding investment opportunities that meet the criteria of Safety, Liquidity, and Yield.

Public Comment: None

Committee Discussion: The Committee discussed the presentation.

Committee Action: By consensus, the Committee directed staff to forward the report to the Board of Directors for discussion.

5. A Resolution Approving Disposal and Service Fees Effective July 1, 2017

(4:24) Finance Manager Hendricks reviewed the corrections to be made on the Disposal and Service Fees schedule to take effect July 1, 2017, that was approved in March. Detailing the calculation discrepancy, corrections, and its effect of the waste haulers rates.

Public Comment: None

Committee Discussion: The Committee discussed the presentation.

Committee Action: By consensus, the Committee directed staff to forward the report to the Board of Directors at the June meeting and to schedule a Public Hearing.

6. Authority's Personnel Organizational Structure

(4:28) General Manager/CAO Mathews reported to the Committee on the interim structure changes made to the Administration Department since the Human Resource/Organizational Development Manager's resignation. He detailed the opportunities being evaluated to save money and meet other needs by distributing duties amongst managers with the possibility of not

filling the position. He indicated staff would like to utilize the next couple of months to assess the pros and cons and return with more information to the Committee at the August meeting to decide on restructuring the Organizational chart or to begin the recruitment to fill the Human Resource/Organizational Development Manager position.

Public Comment: None

Committee Discussion: The Committee discussed the changes in detail commending staff for their initiative in analyzing potential cost savings and personnel skill development.

Committee Action: By consensus, the Committee directed staff to provide an informational updated at the August Executive Committee meeting.

FUTURE AGENDA ITEMS

7. Agenda Items – View Ahead

(4:42) The committee reviewed the future agenda items.

GENERAL MANAGER COMMENTS

(4:45) General Manager/CAO Mathews commented on the meeting held at the Authority's office on May 24, regarding the proper process for disposal of cannabis waste. He stated the meeting included staff from the Monterey County Environmental Health department, and Monterey Regional Waste Management District.

ADJOURNMENT

(4:50) President Salinas adjourned the meeting.

APPROVED: _____
Simón Salinas, President

ATTEST: _____
Erika J. Trujillo, Clerk of the Board



Report to the Executive Committee

ITEM NO. 2

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

General Counsel

Date: August 3, 2017
From: Ray Hendricks, Finance Manager
Title: May 2017 Claims and Financial Reports

RECOMMENDATION

Staff recommends acceptance of the May 2017 Claims and Financial Reports.

DISCUSSION & ANALYSIS

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

Results of Operations (Consolidated Statement of Revenues and Expenditures)

For the month of May 2017, FY 2016-17 operating revenues exceeded expenditures by \$817,562. Year to Date operating revenues exceeded expenditures by \$5,245,941. A portion of this amount is allocated for the \$2,084,000 in new CIPs approved to be funded in FY 2016-17.

Revenues (Consolidated Statement of Revenues and Expenditures)

After eleven months of the fiscal year, (91.67% of the fiscal year), revenues total \$18,806,616 or 106.0% of the total annual revenues forecast of \$17,745,600. May Tipping Fees totaled \$1,235,108 and for the year to date totaled \$12,367,780 or 106.2% of the forecasted total of \$11,645,600.

Operating Expenditures (Consolidated Statement of Revenues and Expenditures)

As of May 31, (91.67% of the fiscal year), year-to-date operating expenditures total \$13,560,674. This is 84.0% of the operating budget of \$16,148,000.

Capital Project Expenditures (Consolidated Grant and CIP Expenditures Report)

For the month of May 2017, capital project expenditures totaled \$40,811. \$16,390 of the total was for the Long-Range Facility Needs EIR. The \$17,795 negative amount in CIP 9602 is for reclassification of amounts to another CIP and operating accounts.

Claims Checks Issued Report

The Authority's Checks Issued Report for the month of May 2017 is attached for review and acceptance. May disbursements total \$1,162,225.00 of which \$426,160.96 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 May 2017.

Vendor	Description	Amount
SCS FIELD SERVICES	ALL SITES ROUTINE ENVIRONMENTAL SVCS	51,080.25
	ALL SITES ENGINEERING SVCS NONROUTINE	1,676.25
	CH ENGINEERING SERVICES	1,367.65
	ALL SITES ROUTINE ENVIRONMENTAL SVCS	15,925.75
	NON ROUTINE ENVIRONMENTAL MONITORING	4,502.43
VISION RECYCLING INC	MAY JC & SS GREEN WASTE PROCESSING	105,533.80
	C&D GRINDING SERVICES	45,316.08

Cash Balances

The Authority's cash position increased \$573,729.52 during May to \$21,456,610.36. Most of the cash balance is restricted, committed, or assigned as shown below:

Restricted by Legal Agreements:

Johnson Canyon Closure Fund	\$ 3,809,570.63
State & Federal Grants	64,062.79
BNY - Bond 2014A Payment	-
BNY - Bond 2014B Payment	-
BNY - Sub Pmt Cap One 2014 Eq Lease	-
GEO Deposit (CEQA)	(19,192.98)

Funds Held in Trust:

Central Coast Media Recycling Coalition	89,959.58
Employee Unreimbursed Medical Claims	(1,336.03)

Committed by Board Policy:

AB939 Services	755,483.46
Designated for Capital Projects Reserve	1,018,128.87
Designated for Environmental Impairment Reserve	593,903.31
Designated for Operating Reserve	593,903.31
Expansion Fund (South Valley Revenues)	7,901,652.39
Salinas Rate Stabilization Fund	24,324.06

Assigned by Budget

Assigned for Capital Projects	3,519,631.63
Assigned for OPEB	291,400.00

Available for Operations

2,815,119.34

Total	<u>\$ 21,456,610.36</u>
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ATTACHMENTS

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



Salinas Valley Solid Waste Authority

Consolidated Statement of Revenues and Expenditure

For Period Ending May 31, 2017

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<u>Revenue Summary</u>							
Tipping Fees - Solid Waste	11,645,600	1,235,108	12,367,780	106.2 %	(722,180)	0	(722,180)
Tipping Fees - Surcharge	1,751,000	176,654	1,723,159	98.4 %	27,841	0	27,841
Tipping Fees - Diverted Materials	1,434,400	237,600	1,942,401	135.4 %	(508,001)	0	(508,001)
AB939 Service Fee	2,228,900	185,742	2,043,162	91.7 %	185,738	0	185,738
Charges for Services	124,500	23,892	96,619	77.6 %	27,881	0	27,881
Sales of Materials	309,500	43,013	258,723	83.6 %	50,777	0	50,777
Gas Royalties	220,000	51,320	194,154	88.3 %	25,846	0	25,846
Investment Earnings	31,700	5,595	137,946	435.2 %	(106,246)	0	(106,246)
Grants/Contributions	0	0	0	0.0 %	0	0	0
Other Non-Operating Revenue	0	453	42,671	0.0 %	(42,671)	0	(42,671)
Total Revenue	17,745,600	1,959,375	18,806,616	106.0 %	(1,061,016)	0	(1,061,016)
<u>Expense Summary</u>							
Executive Administration	430,500	24,606	288,414	67.0 %	142,086	469	141,617
Administrative Support	510,290	39,030	397,384	77.9 %	112,906	5,907	106,999
Human Resources Administration	364,760	26,234	308,869	84.7 %	55,891	1,100	54,791
Clerk of the Board	184,050	11,732	131,842	71.6 %	52,208	2,220	49,988
Finance Administration	620,750	40,720	460,627	74.2 %	160,123	1,993	158,130
Operations Administration	325,500	21,605	245,140	75.3 %	80,360	495	79,865
Resource Recovery	829,450	52,890	661,101	79.7 %	168,349	12,868	155,481
Marketing	75,000	4,345	54,909	73.2 %	20,091	20,091	0
Public Education	203,700	11,794	110,776	54.4 %	92,924	50,776	42,148
Household Hazardous Waste	734,700	73,641	560,215	76.3 %	174,485	4,794	169,692
C & D Diversion	139,000	45,316	116,179	83.6 %	22,821	0	22,821
Organics Diversion	796,200	105,534	689,167	86.6 %	107,033	62,529	44,504
Diversion Services	19,000	1,100	13,383	70.4 %	5,617	4,192	1,425



Salinas Valley Solid Waste Authority

Consolidated Statement of Revenues and Expenditure

For Period Ending May 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	542,150	47,384	463,269	85.5 %	78,881	623	78,257
JR Transfer Station	411,300	29,316	355,821	86.5 %	55,479	2,248	53,231
JR Recycling Operations	98,000	8,164	71,568	73.0 %	26,432	0	26,432
ML Transfer Station	370,000	41,565	337,829	91.3 %	32,171	62,171	(30,000)
SS Disposal Operations	864,200	57,611	762,274	88.2 %	101,926	15,704	86,221
SS Transfer Operations	1,071,000	94,571	928,765	86.7 %	142,235	18,729	123,506
SS Recycling Operations	543,600	50,636	416,459	76.6 %	127,141	1,839	125,302
JC Landfill Operations	2,317,400	182,476	1,880,530	81.1 %	436,870	36,765	400,105
JC Recycling Operations	366,300	19,816	231,981	63.3 %	134,319	551	133,768
Crazy Horse Postclosure Maintenance	552,100	48,511	463,653	84.0 %	88,447	16,120	72,327
Lewis Road Postclosure Maintenance	202,200	23,986	160,785	79.5 %	41,415	4,447	36,968
Johnson Canyon ECS	283,700	41,743	221,406	78.0 %	62,294	20,679	41,615
Jolon Road Postclosure Maintenance	194,450	4,518	159,204	81.9 %	35,246	2,589	32,657
Sun Street ECS	155,100	7,573	110,452	71.2 %	44,648	127	44,521
Debt Service - Interest	1,653,300	0	1,653,122	100.0 %	178	0	178
Debt Service - Principal	1,052,300	0	1,052,293	100.0 %	7	0	7
Closure Set-Aside	238,000	25,397	253,256	106.4 %	(15,256)	0	(15,256)
Total Expense	16,148,000	1,141,814	13,560,674	84.0 %	2,587,326	350,027	2,237,299
Revenue Over/(Under) Expenses	1,597,600	817,562	5,245,941	328.4 %	(3,648,341)	(350,027)	(3,298,315)



Salinas Valley Solid Waste Authority

Consolidated Grant and CIP Expenditure Report

For Period Ending May 31, 2017

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<u>Fund 180 - Expansion Fund</u>							
180 9804 Long Range Facility Needs EIR	531,664	16,390	88,836	16.7 %	442,828	420,196	22,632
180 9805 Harrison Road	75,000	0	76,250	101.7 %	(1,250)	0	(1,250)
180 9806 Long Range Financial Model	95,000	0	34,739	36.6 %	60,261	21,316	38,945
180 9807 GOE Autoclave Final Project	100,000	0	0	0.0 %	100,000	0	100,000
Total Fund 180 - Expansion Fund	801,664	16,390	199,825	24.9 %	601,839	441,512	160,327
<u>Fund 211 - State Grants</u>							
211 9206 HHW HD25-15-0003	23,870	1,255	7,272	30.5 %	16,597	4,767	11,830
211 9208 Tire Amnesty 2015-16	23,193	5,500	15,690	67.6 %	7,504	0	7,504
211 9209 Tire Derived Aggregate 5-15-0004	66,373	0	0	0.0 %	66,373	0	66,373
211 9247 Cal Recycle - CCP	95,345	0	33,337	35.0 %	62,008	0	62,008
211 9248 Cal Recycle - 2014-15 CCP	19,517	0	18,762	96.1 %	755	0	755
Total Fund 211 - State Grants	228,299	6,755	75,062	32.9 %	153,237	4,767	148,470
<u>Fund 216 - Reimbursement Fund</u>							
216 9802 Autoclave Demonstration Unit	141,499	87	2,141	1.5 %	139,358	0	139,358
216 9804 Long Range Facility Needs EIR	274,569	6,463	52,401	19.1 %	222,168	222,350	(182)
Total Fund 216 - Reimbursement Fund	416,067	6,550	54,542	13.1 %	361,526	222,350	139,176
<u>Fund 800 - Capital Improvement Projects Fund</u>							
800 9103 Closed Landfill Revenue Study	31,769	0	0	0.0 %	31,769	0	31,769
800 9316 CH Corrective Action Program	253,000	0	0	0.0 %	253,000	0	253,000
800 9319 CH LFG System Improvements	116,500	0	0	0.0 %	116,500	0	116,500
800 9401 LR LFG Replacement	67,500	193	4,847	7.2 %	62,653	0	62,653
800 9502 JC Flare Station Improvements	274,996	0	274,996	100.0 %	0	0	0
800 9506 JC Litter Control Barrier	47,000	20,007	24,899	53.0 %	22,101	5,229	16,872
800 9507 JC Corrective Action	100,000	0	0	0.0 %	100,000	0	100,000
800 9508 JC Drainage Modifications	35,000	0	0	0.0 %	35,000	0	35,000



Salinas Valley Solid Waste Authority

Consolidated Grant and CIP Expenditure Report

For Period Ending May 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 9509 JC Groundwater Wells	150,000	13	9,980	6.7 %	140,020	0	140,020
800 9510 JC LFG System (Vertical Wells)	30,000	0	0	0.0 %	30,000	0	30,000
800 9511 JC LFG System (Horizontal Wells)	30,000	0	24,679	82.3 %	5,321	0	5,321
800 9526 JC Equipment Replacement	80,900	0	0	0.0 %	80,900	0	80,900
800 9527 JC Module 7 Engineering and Constr	350,000	0	0	0.0 %	350,000	0	350,000
800 9528 JC Roadway Improvements	2,218,937	0	0	0.0 %	2,218,937	0	2,218,937
800 9529 JC Leachate Handling Sys	55,531	0	0	0.0 %	55,531	0	55,531
800 9601 JR Transfer Station Improvements	82,000	6,300	80,638	98.3 %	1,362	0	1,362
800 9602 JR Equipment Purchase	556,454	(17,795)	508,457	91.4 %	47,997	0	47,997
800 9701 SSTS Equipment Replacement	191,260	2,397	141,030	73.7 %	50,230	0	50,230
800 9702 SSTS NPDES Improvements	12,062	0	0	0.0 %	12,062	0	12,062
Total Fund 800 - Capital Improvement Projects	4,682,909	11,115	1,069,526	22.8 %	3,613,383	5,229	3,608,154
Total CIP Expenditures	6,128,939	40,811	1,398,954	22.8 %	4,729,986	673,858	4,056,128

Salinas Valley Solid Waste Authority
Checks Issued Report for 5/1/2017 to 5/31/2017

Check #	Name	Check Date	Amount	Check Total
18215	ACE HARDWARE CORPORATION SSTS FACILITY MAINTENANCE	5/4/2017	8.66	8.66
18216	ADRIANNA VILLEGAS TRAINING PER DIEM	5/4/2017	21.38	21.38
18217	AMERICAN SUPPLY CO. ADMIN JANITORIAL	5/4/2017	80.30	80.30
18218	AT&T MOBILITY FINANCE INTERNET	5/4/2017	83.65	83.65
18219	AT&T SERVICES INC TELEPHONE SERVICES	5/4/2017	677.92	677.92
18220	CALIFORNIA WATER SERVICE JR WATER	5/4/2017	135.08	135.08
18221	CARDLOCK FUELS SYSTEM, INC. JC DIESEL	5/4/2017	5,279.45	5,279.45
18222	CASCADE NETS INC LITTER FENCE PROJECT SUPPLIES	5/4/2017	11,989.00	11,989.00
18223	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS VEHICLE MAINTENANCE	5/4/2017	899.35	899.35
18224	COMCAST INTERNET SERVICE	5/4/2017	366.64	366.64
18225	CSC OF SALINAS/YUMA SSTS VEHICLE MAINTENANCE	5/4/2017	807.75	807.75
18226	CUTTING EDGE SUPPLY JC VEHICLE MAINTENANCE	5/4/2017	281.51	281.51
18227	EAST BAY TIRE CO. JC VEHICLE MAINTENANCE	5/4/2017	24.50	24.50
18228	EDUARDO ARROYO JR SCALEHOUSE ADDITION	5/4/2017	8,235.00	8,235.00
18229	ERNEST BELL D. JR JANITORIAL SERVICES ALL SITES	5/4/2017	2,400.00	2,400.00
18230	ERNESTO NATERA REPLACEMENT TIRES FOR FORD ESCAPE	5/4/2017	521.48	521.48
18231	FIRST ALARM SSTS ALARM SERVICES	5/4/2017	335.00	335.00
18232	GEOLOGIC ASSOCIATES, INC. JC, LW, JR ENGINEERING SERVICES	5/4/2017	5,339.75	5,339.75

Salinas Valley Solid Waste Authority
Checks Issued Report for 5/1/2017 to 5/31/2017

Check #	Name	Check Date	Amount	Check Total
18233	GOLDEN STATE TRUCK & TRAILER REPAIR SSTS VEHICLE MAINTENANCE	5/4/2017	1,806.14	1,806.14
18234	GONZALES ACE HARDWARE JC FACILITY MAINTENANCE	5/4/2017	11.95	11.95
18235	GRAINGER JRTS FACILITY MAINTENANCE	5/4/2017	103.37	103.37
18236	GREEN RUBBER - KENNEDY AG, LP JC FACILITY MAINTENANCE	5/4/2017	109.78	109.78
18237	GREEN VALLEY INDUSTRIAL SUPPLY, INC JCLF LITTER FENCE PROJECT SUPPLIES	5/4/2017	5,228.93	5,228.93
18238	HD SUPPLY CONSTRUCTION SUPPLY, LTD BRANCH #6186 CH FACILITY MAINTENANCE	5/4/2017	4,179.83	4,179.83
18239	HOME DEPOT JC & SSTS VEHICLE MAINTENANCE	5/4/2017	746.77	746.77
18240	HYDROTURF, INC LEWIS ROAD MAINTENANCE	5/4/2017	713.87	713.87
18241	LIEBERT CASSIDY WHITMORE LEGAL SERVICES	5/4/2017	774.50	774.50
18242	MANUEL PEREA TRUCKING, INC. SSTS EQUIPMENT TRANSPORTATION	5/4/2017	1,500.00	1,500.00
18243	MICHAEL SILVA TRAINING PER DIEM	5/4/2017	18.00	18.00
18243	MICHAEL SILVA TRAINING PER DIEM	5/11/2017	(18.00)	(18.00)
18244	MONICA AMBRIZ TRAINING PER DIEM	5/4/2017	12.00	12.00
18245	OFFICE DEPOT ALL SITES OFFICE SUPPLIES	5/4/2017	736.36	736.36
18246	ONHOLD EXPERIENCE TELEPHONE HOLD SERVICE	5/4/2017	207.00	207.00
18247	OVERHEAD DOOR COMPANY OF SALINAS SSTS FACILITY MAINTENANCE	5/4/2017	350.80	350.80
18248	PARADIGM SOFTWARE, LLC ADDITIONAL PARADIGM LICENSE - MOBILE DEVICE	5/4/2017	7,631.25	7,631.25
18249	PHILIP SERVICES CORP HHW HAULING AND DISPOSAL	5/4/2017	10,209.87	10,209.87

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Check #	Name	Check Date	Amount	Check Total
18250	PITNEY BOWES - POSTAGE ADMIN POSTAGE	5/4/2017	480.66	480.66
18251	PROBUILD COMPANY LLC ADMIN FACILITY SIGN MAINT	5/4/2017	110.57	110.57
18252	QUINN COMPANY ALL SITES EQUIPMENT MAINTENANCE	5/4/2017	13,765.85	13,765.85
18253	**VOID**	5/4/2017	-	-
18254	RONNIE G. REHN SSTS FACILITY SUPPLIES	5/4/2017	7.08	7.08
18255	SCS FIELD SERVICES ALL SITES ROUTINE ENVIRONMENTAL	5/4/2017	17,145.75	17,145.75
18256	STURDY OIL COMPANY SSTS VEHICLE MAINTENANCE	5/4/2017	304.57	304.57
18257	US BANK CORPORATE PAYMENT SYSTEM SEWING MACHINE OUTLET: TARP SEWING MACHINE AMAZON: REPLACEMENT KHMI KVM SWITCH 16 PORTS ORCHARD SUPPLY: ADMIN SIGNAGE REPAIR ALPHA AUTO: VEHICLE ANTENA MOUNT REPAIR AMAZON.COM: EMPLOYEE RECOGNITION SUPPLIES AMAZON.COM: STATIONARY SUPPLIES AMAZON: OFFICE SUPPLIES AMAZON: HR TRAINING MATERIALS BLR: WEBINAR TRAINING BP: DEPACKAGING TRAVEL VALLEY SAW & GARDEN EQUIPMENT: SSTS SUPPLIES VALLEY SAW & GARDEN: SS FENCE REPAIR SUPPLIES ULINE.COM: CLOTHING CLOSET SUPPLIES ATLANTIC SUPPLY: JC WELL REHAB COMPLIANCE SIGNS.COM: GENDER NEUTRAL SIGNS MOUNTAIN MIKES: ORGANICS GRANT APPLICATION REVIEW WALMART: EC MEETING REFRESHMENTS 3/2/17 INTERMEDIA: EMAIL EXCHANGE SERVER SMART & FINAL: JC EMPLOYEE RECOGNITION MCMASTER: SS FENCE REPAIR SUPPLIES MCMASTER: SS FENCE REPAIR SUPPLIES MCMASTER: SS FENCE REPAIR SUPPLIES MCMASTER-CARR: SSTS FENCE REPAIR SUPPLIES CHICK-FIL-A: HAZWOPPER TRAINING MEAL HARBOR FREIGHT TOOLS:HHW SUPPLIES ORCHARD SUPPLY:HHW SUPPLIES HOME DEPOT: HHW SUPPLIES BEES LIGHTING: JC REPLACEMENT LIGHTS SWANA: CERTIFICATION RENEWAL EMEDCO:SAFETY SIGNS HARBOR FREIGHT: HHW SUPPLIES SSTS PORTABLE TRANSACTIONS TABLET NATIONAL PELRA: WEBINAR TRAINING NATIONAL PELRA: HR MEMBERSHIP	5/4/2017	744.43 388.00 32.42 38.11 219.68 24.90 6.59 32.77 149.00 18.35 432.17 32.61 100.27 149.95 157.50 25.59 34.36 285.74 91.55 143.11 186.66 95.82 494.02 9.34 30.44 28.25 136.03 806.68 250.00 422.50 73.99 1,459.41 89.00 175.00	

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Check #	Name	Check Date	Amount	Check Total
	NATIONAL PELRA: HR PUBLICATION		264.00	
	EXPERIAN:CREDIT CHECKS		149.85	
	SUPER MAX: SSTS SUPPLIES		4.69	
	PRUNEDALE AUTO: SSTS SUPPLIES		29.71	
	ALPHA AUTO:VEHICLE LIGHTS REPAIR		63.15	
	LA PLAZA BAKERY: MARCH BOARD MEETING		89.32	
	HARBOR FREIGHT: SSTS SAFTEY SUPPLIES		52.22	
	HUGHES.NET: SCALEHOUSE INTERNET SERVICE		171.57	
	SEACLIFF INN: LODGING FOR CONFERENCE		85.69	
	SEACLIFF INN: LODGING FOR CONFERENCE		85.69	
	VITALITY MEDICAL: SHARP CONTAINERS		1,972.05	
	SJ INTERNATIONAL: DE-PACKING TRAVEL		30.00	
	SMART N FINAL: OFFICE SUPPLIES		11.98	
	ORCHARD SUPPLY: SS TS SUPPLIES		16.24	
	HARBOR FREIGHT TOOLS: TARPS AND BUNGIE CORDS		176.33	
	SUBWAY: HAZWOPPER TRAINING MEAL		13.04	
	AMAZON: SUN STREET TRANSACTION TABLET CASE & COVER		86.78	
	AMAZON: TABLET COVER WITH SHOULDER STRAP		68.63	
	HARBOR FREIGHT: SS TS TOOLS		50.06	
				10,785.24
18258	**VOID**	5/4/2017	-	-
18259	**VOID**	5/4/2017	-	-
18260	**VOID**	5/4/2017	-	-
18261	**VOID**	5/4/2017	-	-
18262	**VOID**	5/4/2017	-	-
18263	VEGETABLE GROWERS SUPPLY, INC. JC SAFETY GEAR	5/4/2017	20.30	20.30
18264	VERIZON WIRELESS SERVICES CELL PHONE SERVICE	5/4/2017	81.02	81.02
18265	WEST COAST RUBBER RECYCLING, INC JR TIRE RECYCLING	5/4/2017	1,100.00	1,100.00
18266	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION ALL SITES FUEL	5/4/2017	3,356.57	3,356.57
18267	ACE HARDWARE CORPORATION CH FACILITY MAINTENANCE	5/9/2017	7.99	7.99

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18268	ADMANOR, INC SVR MEDIA CAMPAIGNS CCRMC MARKETING HHW GRANT MEDIA CAMPAIGN DIVERSION MEDIA CAMPAIGN TIRE AMNESTY MEDIA CAMPAIGN	5/9/2017	4,345.00 1,448.20 1,255.30 1,311.50 1,675.50	10,035.50
18269	AIR TOXICS LTD CH LFG SERVICES	5/9/2017	1,113.00	1,113.00
18270	AMERICAN SUPPLY CO. SSTS JANITORIAL SUPPLIES	5/9/2017	82.70	82.70
18271	CARDLOCK FUELS SYSTEM, INC. ALL SITES EQUIPMENT FUEL	5/9/2017	9,256.98	9,256.98
18272	CARLON'S FIRE EXTINGUISHER SALES & SERVICE ADM ANNUAL EQUIPMENT MAINTENANCE	5/9/2017	198.50	198.50
18273	COAST COUNTIES TRUCK & EQUIPMENT CO. TRUCK MAINTENANCE	5/9/2017	2,143.21	2,143.21
18274	CSC OF SALINAS/YUMA SSTS VEHICLE MAINTENANCE	5/9/2017	403.88	403.88
18275	DOUGLAS NOLAN SCHOOL ASSEMBLY PROGRAM	5/9/2017	3,750.00	3,750.00
18276	EAST BAY TIRE CO. JC FACILITY VEHICLE MAINT	5/9/2017	285.50	285.50
18277	FERGUSON ENTERPRISES INC #795 JC FACILITY MAINTENANCE	5/9/2017	195.72	195.72
18278	FULL STEAM STAFFING LLC ALL SITES TEMP LABOR CONTRACT	5/9/2017	15,291.71	15,291.71
18279	GOLDEN STATE TRUCK & TRAILER REPAIR SSTS & JC VEHICLE MAINTENANCE	5/9/2017	1,664.11	1,664.11
18280	GREEN VALLEY INDUSTRIAL SUPPLY, INC SSTS VEHICLE MAINTENANCE	5/9/2017	44.36	44.36
18281	HOPE SERVICES SSTS CONTRACT LABOR SERVICES	5/9/2017	11,279.80	11,279.80
18282	JOSE RAMIRO URIBE SSTS VEHICLE MAINTENCE	5/9/2017	255.00	255.00
18283	KING CITY HARDWARE INC. JR FACILITY MAINTENANCE SUPPLIES	5/9/2017	1.00	1.00
18284	MARTA M. GRANADOS FY16-17 BD MEETING INTERPRETER	5/9/2017	180.00	180.00

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18285	MICHAEL SILVA CONFLICT & CONFRONTATION: TRAINING DIEM	5/9/2017	18.00	18.00
18286	NEXTEL OF CALIFORNIA, INC CELL PHONE SERVICE CELL PHONE SERVICE CELL PHONE SERVICE	5/9/2017	184.38 32.98 90.12	307.48
18287	PACIFIC GAS AND ELECTRIC COMPANY GAS AND ELECTRIC ALL SITES	5/9/2017	6,199.17	6,199.17
18288	PENINSULA MESSENGER LLC ALL SITES CAURIER SERVICES	5/9/2017	620.00	620.00
18289	SAN BENITO SUPPLY, CONSTRUCTION, CONCRETE & QUARRY JR FACILITY MAINTENANCE	5/9/2017	344.39	344.39
18290	SCS FIELD SERVICES ALL SITES ENGINEERING SERVICES NON ROUTINE	5/9/2017	1,676.25	1,676.25
18291	VEGETABLE GROWERS SUPPLY, INC. JC SAFETY GEAR	5/9/2017	209.96	209.96
18292	WEST COAST RUBBER RECYCLING, INC TIRE AMNESTY RECYCLING	5/9/2017	2,200.00	2,200.00
18293	ACE HARDWARE CORPORATION CH FACILITY MAINTENANCE	5/18/2017	16.65	16.65
18294	ALBERT MALDONADO LTFN PROJECT: OUTREACH MATERIALS	5/18/2017	874.54	874.54
18295	AMERICAN SUPPLY CO. SSTS JANITORIAL SUPPLIES	5/18/2017	163.76	163.76
18296	AON RISK INSURANCE SERVICES WEST, INC . SS TS VEHICLE INSURANCE	5/18/2017	1,402.00	1,402.00
18297	ASBURY ENVIRONMENTAL SERVICES HHW ABOP DISPOSAL	5/18/2017	80.00	80.00
18298	CARDLOCK FUELS SYSTEM, INC. ALL SITES EQUIPMENT FUEL	5/18/2017	7,801.52	7,801.52
18299	CITY OF GONZALES JC LF WATER JC HOSTING FEE	5/18/2017	108.76 20,833.33	20,942.09
18300	CITY OF SEASIDE WORKSHOP RENTAL FEE	5/18/2017	59.50	59.50
18301	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS VEHICLE MAINTENANCE	5/18/2017	636.96	636.96

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18302	COSTCO WHOLESALE RR CLEANUP SUPPLIES & ADMIN SUPPLIES HHW REPLACEMENT COMPUTER	5/18/2017	173.11 890.30	1,063.41
18303	COUNTY OF MONTEREY JC MONTEREY COUNTY DEP REGIONAL FEE	5/18/2017	27,663.99	27,663.99
18304	CSC OF SALINAS/YUMA VEHICLE MAINTENANCE SUPPLIES	5/18/2017	423.14	423.14
18305	FERGUSON ENTERPRISES INC #795 JC MAINTENANCE SUPPLIES	5/18/2017	86.04	86.04
18306	FULL STEAM STAFFING LLC SS & JC CONTRACT LABOR	5/18/2017	4,465.14	4,465.14
18307	GASB - GOVERNMENTAL ACCOUNTING STANDARDS BOARD GASB SUBSCRIPTION	5/18/2017	252.00	252.00
18308	GOLDEN STATE TRUCK & TRAILER REPAIR JC & SSTS VEHICLE MAINTENANCE	5/18/2017	12,692.03	12,692.03
18309	**VOID**	5/18/2017	-	-
18310	GONZALES ACE HARDWARE JC FACILITY MAINTENANCE	5/18/2017	168.72	168.72
18311	GONZALES TIRE & AUTO SUPPLY SSTS VEHICLE MAINTENANCE	5/18/2017	77.37	77.37
18312	GORDON CHIN EMPLOYEE APPRECIATION - STAFF INFORMATIONAL MTG	5/18/2017	87.10	87.10
18313	GOVERNMENT FINANCE OFFICERS ASSOCIA ANNUAL MEMBERSHIP	5/18/2017	160.00	160.00
18314	GRAINGER ADM BUILDING MAINTENANCE	5/18/2017	558.05	558.05
18315	GREEN RUBBER - KENNEDY AG, LP JC FACILITY MAINTENANCE SUPPLIES	5/18/2017	2,393.73	2,393.73
18316	GREEN VALLEY INDUSTRIAL SUPPLY, INC SSTS VEHICLE MAINTENANCE	5/18/2017	222.06	222.06
18317	HARTFORD FIRE INSURANCE COMPANY SURETY BOND	5/18/2017	2,750.00	2,750.00
18318	JAVIER RODRIGUEZ COMPOSTING WORKSHOPS	5/18/2017	840.00	840.00
18319	KING CITY HARDWARE INC. JRTS SUPPLIES	5/18/2017	67.73	67.73

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18320	MANUEL PEREA TRUCKING, INC. CH & SSTS VEHICLH MAINTENANCE	5/18/2017	650.00	650.00
18321	MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY SSTS SEWER SERVICES	5/18/2017	1,805.67	1,805.67
18322	NEXIS PARTNERS, LLC JUNE ADMIN BUILDING MAINTENANCE FEES JUNE ADMIN BUILDING RENT	5/18/2017	2,018.00 7,194.00	9,212.00
18323	OFFICE DEPOT BATTERY BACKUP FOR SERVER	5/18/2017	1,221.19	1,221.19
18324	PACIFIC GAS AND ELECTRIC COMPANY HHW & SSTS ELECTRICITY SERVICES	5/18/2017	162.56	162.56
18325	PERSONAL AWARDS INC SSTS SAFETY SUPPLIES	5/18/2017	2,046.42	2,046.42
18326	PHILIP SERVICES CORP HHW DISPOSAL HHW DISPOSAL SUPPLIES	5/18/2017	8,945.30 2,805.00	11,750.30
18327	PROBUILD COMPANY LLC SCALE HOUSE MAINTENANCE & SSTS FACILITY MAINT	5/18/2017	238.25	238.25
18328	PURE WATER BOTTLING ALL SITES POTABLE WATER SERVICE	5/18/2017	402.90	402.90
18329	REPUBLIC SERVICES #471 TRASH DISPOSAL SERVICE	5/18/2017	71.46	71.46
18330	ROSSI BROS TIRE & AUTO SERVICE SS TIRE REPAIR	5/18/2017	2,163.62	2,163.62
18331	**VOID**	5/18/2017	-	-
18332	SALINAS NEWSPAPERS, INC. ANNUAL SUBSCRIPTION	5/18/2017	154.04	154.04
18333	SCOTT W GORDON ADMIN & CEQA LEGAL SERVICES	5/18/2017	2,612.50	2,612.50
18334	SCS FIELD SERVICES ALL SITES ROUTINE ENVIRONMENTAL SERVICES	5/18/2017	33,934.50	33,934.50
18335	SHARPS SOLUTIONS, LLC HHW HAULING & DISPOSALS	5/18/2017	160.00	160.00
18336	SOLID WASTE ASSOCIATION OF NORTH AMERICA ANNUAL MEMBERSHIP	5/18/2017	484.00	484.00
18337	STURDY OIL COMPANY SSTS VEHICLE MAINTENANCE	5/18/2017	80.00	80.00

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18338	THOMAS M BRUEN MONTHLY LEGAL SERVICES	5/18/2017	1,102.08	1,102.08
18339	UNITED RENTALS (NORTHWEST), INC SSTS EQUIPMENT RENTAL	5/18/2017	1,061.79	1,061.79
18340	US BANK CORPORATE PAYMENT SYSTEM	5/18/2017		
	SMART&FINAL: APRIL EC MEETING		15.01	
	SMART AND FINAL: ADMINISTRATION SUPPLIES		17.97	
	AMAZON.COM: ADMIN OFFICE SUPPLIES		91.07	
	AMAZON.COM: DISPLAY EASEL CEQA SUPPLIES		16.29	
	AMAZON.COM: DISPLAY EASEL: CEQA SUPPLIES		33.27	
	AMAZON: DISPLAY EAZELS (11)		179.19	
	ATLANTIS:LODGING FOR CONFERENCE		936.60	
	BAUDVILLE INC: EMPLOYEE SERVICE AWARDS		329.80	
	BJ RIGOBERTO: EMPLOYEE APPRECIATION SUPPLIES		469.00	
	SUBWAY: BOARD MEETING REFRESHMENTS 4/20/17		94.56	
	SAFEWAY: BOARD MEETING REFRESHMENTS 4/20/17		56.89	
	AMAZON: SSTS JANITORIAL SUPPLIES		20.90	
	AMAZON:CASH BAG FOR SUN STREET SCALE		8.53	
	COMPLIANCE SIGNS.COM: ALL SITE OFFICE SUPPLIES		167.00	
	LUCKY: APRIL EC MEETING		25.96	
	SSTS FACILITY MAINTENANCE		26.66	
	FRED PRYORS SEMINARS: TRAINING FOR ADRIANNA		49.00	
	TRACTOR SUPPLY: LR & JC FACILITY MAINTENANCE		15.04	
	TRACTOR SUPPLY: LR & JC FACILITY MAINTENANCE		50.24	
	HARBOR FREIGHT TOOLS: CLEANUP SUPPLIES		31.38	
	HOMEDEPOT: ADM OFFICE SUPPLIES		32.67	
	EMEDCO:JC & JR SAFETY SIGNS		551.81	
	LUCID SOFTWARE:MONTHLY LUCIDPRESS SUBSCRIPTION		50.00	
	INTERNATIONAL PUBLIC MANAGEMENT:ANNUAL RENEWAL		278.00	
	MONTEREY TIDES: ADMINISTRATION RETREAT		147.35	
	INTERMEDIA:MONTHLY EMAIL EXCHANGE		300.27	
	SHAREFILE: SUBSCRIPTION		65.90	
	LA QUINTA INN & SUITES: LODGING FOR CONFERENCE		206.13	
	LA QUINTA INN & SUITES: LODGING FOR CONFERENCE		206.13	
	MICROSOFT:OFFICE 365 NEW USER MM		44.75	
	ORCHARD SUPPLY HARDWARE: JC WELL REHAB		12.85	
	PRIORITY PARKING: PARKING FOR BAC MEETING		16.67	
	SURVEYMONKEY: QTR. MEMBERSHIP		78.00	
	AMAZON: SSTS SAFETY GEAR		23.03	
	SMARTSIGN:JC SAFETY SIGN		164.50	
	HUGHESNET:SCALEHOUSE INTERNET SERVICE		171.61	
	SHRM: ANNUAL PROFESSIONAL MEMBERSHIP		199.00	
	SKILLPATH SEMINARS - ANNUAL TRAINING PASS		249.00	
	SMART N FINAL: CLEANUP SUPPLIES		24.52	
	SMART N FINAL: EMPLOYEE APPRECIATION SUPPLIES		44.25	
	SMART N FINAL: SUPPLIES		4.91	
	ORCHARD:SSTS FACILITY MAINTENANCE		0.79	
	VALLEY SAW & GARDE:JC FACILITY MAINTENANCE SUPPLY		72.90	
	SWENSON SILACCI: SYMPATHY ARRANGEMENT TOM PAROLA		119.60	
	THE CALIFORNIAN: ADMIN SUBSCRIPTION RENEWAL		12.54	
	ATLANTIS HOTEL:CONFERENCE LODGING		374.64	
	FASTRACK: CONFERENCE TRAVEL		30.00	
	AMAZON: JC RADIOS		470.87	
				6,587.05

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18341	**VOID**	5/18/2017	-	-
18342	**VOID**	5/18/2017	-	-
18343	**VOID**	5/18/2017	-	-
18344	**VOID**	5/18/2017	-	-
18345	WEISENBACH SPECIALTY PRINTING INC. EVENT DISTRIBUTION MATERIAL	5/18/2017	758.80	758.80
18346	WESTERN EXTERMINATOR COMPANY FACILITY VECTOR CONTROL	5/18/2017	369.50	369.50
18347	A & G PUMPING, INC JR PORTABLE TOILETS	5/24/2017	105.83	105.83
18348	AECOM TECHNICAL SERVICES, INC. PROJECT DESIGN AND CEQA SERVICES	5/24/2017	16,915.22	16,915.22
18349	AMCON ENVIRONMENTAL, INC JC FACILITY MAINTENANCE SUPPLIES	5/24/2017	19,629.66	19,629.66
18350	AT&T MOBILITY INTERNET SERVICE	5/24/2017	42.35	42.35
18351	AT&T SERVICES INC ADMIN TELEPHONE SERVICES	5/24/2017	312.04	312.04
18352	CALIFORNIA WATER SERVICE WATER SERVICE	5/24/2017	978.12	978.12
18353	CARDLOCK FUELS SYSTEM, INC. ALL SITES FUEL	5/24/2017	7,569.50	7,569.50
18354	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS VEHICLE MAINTENANCE	5/24/2017	961.59	961.59
18355	CSC OF SALINAS/YUMA PARTS RETURN SSTS, JC EQUIPMENT MAINTENANCE	5/24/2017	(14.10) 2,051.47	2,037.37
18356	EAST BAY TIRE CO. JC VEHICLE MAINTENANCE	5/24/2017	154.00	154.00
18357	EXPRESS SAFETY INC SSTS SAFETY GEAR	5/24/2017	73.66	73.66
18358	FULL STEAM STAFFING LLC SSTS & JC LABOR CONTRACT	5/24/2017	4,427.65	4,427.65

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18359	GOLDEN STATE TRUCK & TRAILER REPAIR ALL SITES VEHICLE MAINTENANCE	5/24/2017	6,018.26	6,018.26
18360	GORDON CHIN LUNCH WITH THE GM	5/24/2017	85.49	85.49
18361	GREEN RUBBER - KENNEDY AG, LP JC FACILITY SUPPLIES	5/24/2017	118.54	118.54
18362	GUERITO SITES PORTABLE TOILET SERVICES	5/24/2017	1,028.00	1,028.00
18363	JUAN CAMACHO TRAINING PER DIEM	5/24/2017	12.00	12.00
18364	MANUEL TINAJERO CH FACILITY MAINTENANCE	5/24/2017	900.00	900.00
18365	MARTA M. GRANADOS TRANSLATION SERVICES: PUBLIC INFO MEETING	5/24/2017	180.00	180.00
18366	MICHAEL SILVA TRAINING PER DIEM	5/24/2017	12.00	12.00
18367	NETPIPE INTERNET SERVICES MANAGED IT SERVICES	5/24/2017	225.00	225.00
18368	OFFICE DEPOT OPS & ADMIN OFFICE SUPPLIES	5/24/2017	3,296.87	3,296.87
18369	**VOID**	5/24/2017	-	-
18370	PHILIP SERVICES CORP HHW DISPOSAL SUPPLIES HHW DISPOSAL	5/24/2017	2,269.00 15,689.65	17,958.65
18371	PINNACLE MEDICAL GROUP DMV/DOT MEDICAL	5/24/2017	130.00	130.00
18372	PITNEY BOWES - POSTAGE ADMIN POSTAGE	5/24/2017	335.52	335.52
18373	RETURNS R US, INC. PHARMACEUTICAL TAKE BACK KITS	5/24/2017	300.00	300.00
18374	ROSSI BROS TIRE & AUTO SERVICE JR VEHICLE MAINTENANCE	5/24/2017	90.52	90.52
18375	SAN BENITO SUPPLY, CONSTRUCTION, CONCRETE & QUARRY CH FACILITY MAINTENANCE	5/24/2017	2,234.31	2,234.31
18376	SCS FIELD SERVICES ALL SITES ROUTINE ENVIRONMENTAL SERVICES NON ROUTINE ENVIRONMENTAL MONITORING	5/24/2017	15,925.75 4,502.43	20,428.18

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18377	SKINNER EQUIPMENT REPAIR, INC. JC VEHICLE MAINTENANCE JC VEHICLE MAINTENANCE- WATER TRUCK	5/24/2017	1,163.22 15,418.86	16,582.08
18378	SOUTH COUNTY NEWSPAPER PUBLICATION- JOB ANNOUNCEMENT	5/24/2017	228.00	228.00
18379	STURDY OIL COMPANY JC VEHICLE MAINTENANCE	5/24/2017	152.90	152.90
18380	VALLEY FABRICATION, INC. SSTS FACILITY MAINTENANCE	5/24/2017	220.25	220.25
18381	VERIZON WIRELESS SERVICES CELL PHONE SERVICE	5/24/2017	81.02	81.02
18382	VISION RECYCLING INC MAY JC & SS GREEN WASTE PROCESSING	5/24/2017	105,533.80	105,533.80
18383	WASTE MANAGEMENT INC SALINAS FRANCHISE WASTE TO MADISON LANE	5/24/2017	41,564.76	41,564.76
18384	WEST COAST RUBBER RECYCLING, INC TIRE RECYCLING - AMNESTY	5/24/2017	1,100.00	1,100.00
18385	WESTERN TRAILER COMPANY SSTS VEHICLE MAINTENANCE	5/24/2017	532.70	532.70
18386	AAA TARPS JC FACILITY SUPPLIES-DAILY TARPS	5/31/2017	3,792.00	3,792.00
18387	ACE HARDWARE CORPORATION CH FACILITY MAINTENANCE	5/31/2017	44.89	44.89
18388	ALBERT MALDONADO ADMIN ANNUAL REPORT	5/31/2017	955.83	955.83
18389	AMCON ENVIRONMENTAL, INC SSTS FACILITY MAINTENANCE SUPPLIES	5/31/2017	2,721.10	2,721.10
18390	AT&T SERVICES INC ADMIN TELEPHONE SERVICE	5/31/2017	1,012.16	1,012.16
18391	CALIFORNIA RESOURCE RECOVERY ASSOCIATION CRRRA ANNUAL CONFERENCE REGISTRATIONS & MEMBERSHIP	5/31/2017	2,775.00	2,775.00
18392	CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS CONFERENCE REGISTRATION	5/31/2017	110.00	110.00
18393	CALIFORNIA WATER SERVICE JC CONSTRUCTION METER	5/31/2017	140.11	140.11
18394	CARDLOCK FUELS SYSTEM, INC. JC DIESEL FUEL	5/31/2017	3,410.15	3,410.15

Salinas Valley Solid Waste Authority
Checks Issued Report for 5/1/2017 to 5/31/2017

Check #	Name	Check Date	Amount	Check Total
18395	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS VEHICLE MAINTENANCE	5/31/2017	301.94	301.94
18396	COMCAST ADMIN INTERNENT SERVICES	5/31/2017	178.62	178.62
18397	CSC OF SALINAS/YUMA SSTS VEHICLE MAINTENANCE	5/31/2017	747.72	747.72
18398	CUTTING EDGE SUPPLY JC EQUIPMENT MAINTANCE	5/31/2017	308.45	308.45
18399	EAC MONTEREY BAY C/O APMA TRAINING REGISTRATION	5/31/2017	45.00	45.00
18400	FIRST ALARM SSTS BUILDING ALARM	5/31/2017	43.50	43.50
18401	FULL STEAM STAFFING LLC JC & SSTS CONTRACTED WORK	5/31/2017	4,385.75	4,385.75
18402	GEOLOGIC ASSOCIATES, INC. ALL SITES, GROUNDWATER MONTORING SERVICES	5/31/2017	9,019.50	9,019.50
18403	GOLDEN STATE TRUCK & TRAILER REPAIR SSTS VEHICLE MAINTENANCE	5/31/2017	23,272.35	23,272.35
18404	GONZALES ACE HARDWARE JC EQUIPMENT MAINTENANCE	5/31/2017	165.40	165.40
18405	GONZALES CHAMBER OF COMMERCE GONZALES CITY CHAMBER ANNUAL FEE	5/31/2017	75.00	75.00
18406	GRAINGER JC SAFETY SUPPLIES	5/31/2017	283.14	283.14
18407	GREEN RUBBER - KENNEDY AG, LP JC OPS FACILITY MAIN	5/31/2017	76.07	76.07
18408	HERC RENTALS INC. JC EQUIPMENT RENTAL	5/31/2017	1,398.41	1,398.41
18409	INTERSTATE BATTERIES SSTS VEHICLE MAINTENANCE	5/31/2017	242.24	242.24
18410	JESUS GUIDO LID FOR THE WORM BIN	5/31/2017	562.42	562.42
18411	JOHNSON ASSOCIATES SSTS EQUIPMENT MAINTENANCE	5/31/2017	65.00	65.00
18412	MANUEL PEREA TRUCKING, INC. HAULING SERVICES& VEHICLE MAINTENANCE	5/31/2017	1,689.53	1,689.53

Salinas Valley Solid Waste Authority
Checks Issued Report for 5/1/2017 to 5/31/2017

Check #	Name	Check Date	Amount	Check Total
18413	MARTA M. GRANADOS TRANSLATION SERVICES: PUBLIC INFORMATION MEETINGS	5/31/2017	360.00	360.00
18414	OFFICE DEPOT OPS & ADMIN OFFICE SUPPLIES	5/31/2017	477.76	477.76
18415	RONNIE G. REHN SSTS FACILITY MAINTENANCE	5/31/2017	7.10	7.10
18416	SCS FIELD SERVICES CH ENGINEERING SERVICES	5/31/2017	1,367.65	1,367.65
18417	SHARPS SOLUTIONS, LLC HHW SHARPS DISPOSALS	5/31/2017	120.00	120.00
18418	STURDY OIL COMPANY VEHICLE MAINTENANCE	5/31/2017	465.06	465.06
18419	THE OFFSET PROJECT SPECIAL EVENT RECYCLING	5/31/2017	2,484.86	2,484.86
18420	VISION RECYCLING INC C&D GRINDING SERVICES	5/31/2017	45,316.08	45,316.08
18421	WEST COAST RUBBER RECYCLING, INC TIRE AMNESTY TIRE RECYCLING	5/31/2017	2,200.00	2,200.00
18422	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION ALL DEPTS FUEL	5/31/2017	3,181.59	3,181.59
Subtotal				736,064.04
Payroll Disbursements				426,160.96
Grand Total				1,162,225.00



Report to the Executive Committee

ITEM NO. 3

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

General Counsel

Date: August 3, 2017
From: Ray Hendricks, Finance Manager
Title: June 2017 Claims and Financial Reports

RECOMMENDATION

Staff recommends acceptance of the June 2017 Claims and Financial Reports.

DISCUSSION & ANALYSIS

Please refer to the attached financial reports and checks issued report for the month of June for a summary of the Authority's financial position as of June 30, 2017. Following are highlights of the Authority's financial activity for the month of June.

Results of Operations (Consolidated Statement of Revenues and Expenditures)

For the month of June 2017, FY 2016-17 operating revenues exceeded expenditures by \$224,864. Year to Date operating revenues exceeded expenditures by \$5,470,805. A portion of this amount is allocated for the \$2,084,000 in new CIPs approved to be funded in FY 2016-17.

Revenues (Consolidated Statement of Revenues and Expenditures)

After twelve months of the fiscal year, (100.00% of the fiscal year), revenues total \$20,805,742 or 117.2% of the total annual revenues forecast of \$17,745,600. June Tipping Fees totaled \$1,242,031 and for the year to date totaled \$13,609,811 or 116.9% of the forecasted total of \$11,645,600.

Operating Expenditures (Consolidated Statement of Revenues and Expenditures)

As of June 30, (100.00% of the fiscal year), year-to-date operating expenditures total \$15,334,937. This is 95.0% of the operating budget of \$16,148,000.

Capital Project Expenditures (Consolidated Grant and CIP Expenditures Report)

For the month of June 2017, capital project expenditures totaled \$38,375. \$16,600 of the total was for the Long-Range Facility Needs EIR. The \$14,635 negative amount in CIP 9247 is for reclassification of amounts to other CIP's and operating accounts.

Claims Checks Issued Report

The Authority's Checks Issued Report for the month of June 2017 is attached for review and acceptance. June disbursements total \$957,546.38 of which \$417,009.06 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 June 2017.

VENDOR	DESCRIPTION	AMOUNT
WASTE MANAGEMENT INC	SALINAS FRANCHISE WASTE TO MLTS	51,405.88
VISION RECYCLING INC	MAY SSTs & JCLF GREENWASTE PROCESSING	95,801.98
	GREENWASTE CONTAMINATION	1,000.00
	JC C&D GRINDING SERVICES	32,026.50

Cash Balances

The Authority's cash position increased \$767,295.61 during June to \$22,223,905.97. Most of the cash balance is restricted, committed, or assigned as shown below:

Restricted by Legal Agreements:

Johnson Canyon Closure Fund	\$ 3,835,184.63
State & Federal Grants	61,332.72
BNY - Bond 2014A Payment	-
BNY - Bond 2014B Payment	-
BNY - Sub Pmt Cap One 2014 Eq Lease	-
GEO Deposit (CEQA)	9,425.03

Funds Held in Trust:

Central Coast Media Recycling Coalition	73,437.91
Employee Unreimbursed Medical Claims	(615.89)

Committed by Board Policy:

AB939 Services	708,451.34
Designated for Capital Projects Reserve	1,018,128.87
Designated for Environmental Impairment Reserve	593,903.31
Designated for Operating Reserve	593,903.31
Expansion Fund (South Valley Revenues)	7,890,452.99
Salinas Rate Stabilization Fund	24,324.06

Assigned by Budget

Assigned for Capital Projects	3,623,526.19
Assigned for OPEB	291,400.00

Available for Operations

3,501,051.50

Total

\$ 22,223,905.97

ATTACHMENTS

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



Salinas Valley Solid Waste Authority

Consolidated Statement of Revenues and Expenditure

For Period Ending June 30, 2017

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<u>Revenue Summary</u>							
Tipping Fees - Solid Waste	11,645,600	1,242,031	13,609,811	116.9 %	(1,964,211)	0	(1,964,211)
Tipping Fees - Surcharge	1,751,000	174,633	1,897,792	108.4 %	(146,792)	0	(146,792)
Tipping Fees - Diverted Materials	1,434,400	242,643	2,185,044	152.3 %	(750,644)	0	(750,644)
AB939 Service Fee	2,228,900	185,742	2,228,904	100.0 %	(4)	0	(4)
Charges for Services	124,500	0	96,619	77.6 %	27,881	0	27,881
Sales of Materials	309,500	62,135	320,858	103.7 %	(11,358)	0	(11,358)
Gas Royalties	220,000	0	194,154	88.3 %	25,846	0	25,846
Investment Earnings	31,700	46,694	184,640	582.5 %	(152,940)	0	(152,940)
Grants/Contributions	0	0	0	0.0 %	0	0	0
Other Non-Operating Revenue	0	45,248	87,919	0.0 %	(87,919)	0	(87,919)
Total Revenue	17,745,600	1,999,126	20,805,742	117.2 %	(3,060,142)	0	(3,060,142)
<u>Expense Summary</u>							
Executive Administration	430,500	34,008	322,422	74.9 %	108,078	0	108,078
Administrative Support	510,290	41,792	439,177	86.1 %	71,113	255	70,858
Human Resources Administration	364,760	15,703	324,571	89.0 %	40,189	0	40,189
Clerk of the Board	184,050	16,662	148,503	80.7 %	35,547	1,607	33,940
Finance Administration	620,750	52,274	512,900	82.6 %	107,850	163	107,687
Operations Administration	317,900	32,591	277,731	87.4 %	40,169	712	39,457
Resource Recovery	829,450	92,937	754,038	90.9 %	75,412	157	75,255
Marketing	75,000	12,852	67,761	90.3 %	7,239	0	7,239
Public Education	202,500	76,751	187,527	92.6 %	14,973	0	14,973
Household Hazardous Waste	726,700	97,744	657,958	90.5 %	68,742	552	68,190
C & D Diversion	148,300	32,027	148,206	99.9 %	94	0	94
Organics Diversion	796,200	250,884	940,052	118.1 %	(143,852)	0	(143,852)
Diversion Services	20,200	1,250	14,633	72.4 %	5,567	0	5,567



Salinas Valley Solid Waste Authority

Consolidated Statement of Revenues and Expenditure

For Period Ending June 30, 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	541,250	62,088	525,358	97.1 %	15,892	0	15,892
JR Transfer Station	411,300	48,903	404,725	98.4 %	6,575	887	5,688
JR Recycling Operations	98,000	10,832	82,400	84.1 %	15,600	0	15,600
ML Transfer Station	400,000	102,496	440,326	110.1 %	(40,326)	0	(40,326)
SS Disposal Operations	886,600	136,291	898,565	101.3 %	(11,965)	6,237	(18,203)
SS Transfer Operations	1,098,000	157,550	1,086,316	98.9 %	11,684	0	11,684
SS Recycling Operations	581,600	97,001	513,460	88.3 %	68,140	0	68,140
JC Landfill Operations	2,285,100	230,162	2,110,693	92.4 %	174,407	1,249	173,159
JC Recycling Operations	349,800	35,218	267,199	76.4 %	82,601	0	82,601
Crazy Horse Postclosure Maintenance	536,100	42,569	506,221	94.4 %	29,879	0	29,879
Lewis Road Postclosure Maintenance	198,000	16,921	177,706	89.8 %	20,294	5,958	14,337
Johnson Canyon ECS	283,700	31,167	252,572	89.0 %	31,128	0	31,128
Jolon Road Postclosure Maintenance	178,450	3,410	162,615	91.1 %	15,835	0	15,835
Sun Street ECS	129,900	13,652	124,104	95.5 %	5,796	0	5,796
Debt Service - Interest	1,653,300	0	1,653,122	100.0 %	178	0	178
Debt Service - Principal	1,052,300	0	1,052,293	100.0 %	7	0	7
Closure Set-Aside	238,000	28,529	281,785	118.4 %	(43,785)	0	(43,785)
Total Expense	16,148,000	1,774,263	15,334,937	95.0 %	813,063	17,777	795,286
Revenue Over/(Under) Expenses	1,597,600	224,864	5,470,805	342.4 %	(3,873,205)	(17,777)	(3,855,429)



Salinas Valley Solid Waste Authority

Consolidated Grant and CIP Expenditure Report

For Period Ending June 30, 2017

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
Fund 180 - Expansion Fund							
180 9804 Long Range Facility Needs EIR	531,664	16,600	105,436	19.8 %	426,228	405,364	20,864
180 9805 Harrison Road	75,000	0	76,250	101.7 %	(1,250)	0	(1,250)
180 9806 Long Range Financial Model	95,000	0	34,739	36.6 %	60,261	21,316	38,945
180 9807 GOE Autoclave Final Project	100,000	0	0	0.0 %	100,000	0	100,000
Total Fund 180 - Expansion Fund	801,664	16,600	216,425	27.0 %	585,239	426,680	158,559
Fund 211 - State Grants							
211 9206 HHW HD25-15-0003	23,870	2,919	10,191	42.7 %	13,679	0	13,679
211 9208 Tire Amnesty 2015-16	23,193	2,200	17,890	77.1 %	5,304	0	5,304
211 9209 Tire Derived Aggregate 5-15-0004	66,373	0	0	0.0 %	66,373	0	66,373
211 9247 Cal Recycle - CCPP	95,345	(14,635)	18,703	19.6 %	76,642	0	76,642
211 9248 Cal Recycle - 2014-15 CCPP	19,517	755	19,517	100.0 %	0	0	0
211 9251 Cal Recycle - 2015-16 CCPP	60,769	13,517	13,517	22.2 %	47,252	0	47,252
Total Fund 211 - State Grants	289,068	4,756	79,817	27.6 %	209,250	0	209,250
Fund 216 - Reimbursement Fund							
216 9802 Autoclave Demonstration Unit	141,499	928	3,069	2.2 %	138,430	0	138,430
216 9804 Long Range Facility Needs EIR	274,569	9,918	62,319	22.7 %	212,249	214,984	(2,735)
Total Fund 216 - Reimbursement Fund	416,067	10,847	65,388	15.7 %	350,679	214,984	135,695
Fund 800 - Capital Improvement Projects Fund							
800 9103 Closed Landfill Revenue Study	31,769	0	0	0.0 %	31,769	0	31,769
800 9316 CH Corrective Action Program	253,000	0	0	0.0 %	253,000	0	253,000
800 9319 CH LFG System Improvements	116,500	0	0	0.0 %	116,500	0	116,500
800 9401 LR LFG Replacement	67,500	274	5,121	7.6 %	62,379	0	62,379
800 9502 JC Flare Station Improvements	274,996	0	274,996	100.0 %	0	0	0
800 9506 JC Litter Control Barrier	50,000	5,899	30,797	61.6 %	19,203	0	19,203
800 9507 JC Corrective Action	100,000	0	0	0.0 %	100,000	0	100,000



Salinas Valley Solid Waste Authority

Consolidated Grant and CIP Expenditure Report

For Period Ending June 30, 2017

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
800 9508 JC Drainage Modifications	35,000	0	0	0.0 %	35,000	0	35,000
800 9509 JC Groundwater Wells	150,000	0	9,980	6.7 %	140,020	0	140,020
800 9510 JC LFG System (Vertical Wells)	30,000	0	0	0.0 %	30,000	0	30,000
800 9511 JC LFG System (Horizontal Wells)	30,000	0	24,679	82.3 %	5,321	0	5,321
800 9526 JC Equipment Replacement	80,900	0	0	0.0 %	80,900	0	80,900
800 9527 JC Module 7 Engineering and Cons	350,000	0	0	0.0 %	350,000	0	350,000
800 9528 JC Roadway Improvements	2,218,937	0	0	0.0 %	2,218,937	0	2,218,937
800 9529 JC Leachate Handling Sys	55,531	0	0	0.0 %	55,531	0	55,531
800 9601 JR Transfer Station Improvements	82,000	0	80,638	98.3 %	1,362	0	1,362
800 9602 JR Equipment Purchase	556,454	0	508,457	91.4 %	47,997	0	47,997
800 9701 SSTS Equipment Replacement	191,260	0	141,030	73.7 %	50,230	0	50,230
800 9702 SSTS NPDES Improvements	12,062	0	0	0.0 %	12,062	0	12,062
Total Fund 800 - Capital Improvement Proje	4,685,909	6,172	1,075,698	23.0 %	3,610,211	0	3,610,211
Total CIP Expenditures	6,192,708	38,375	1,437,328	23.2 %	4,755,380	641,664	4,113,716

Salinas Valley Solid Waste Authority
Checks Issued Report for 6/1/2017 to 6/30/2017

Check #	Name	Check Date	Amount	Check Total
18423	ADMANOR, INC SVR MEDIA CAMPAIGNS CCRMC MARKETING SERVICES - APRIL MEDIA & MARKETING HHW GRANT MEDIA CAMPAIGN DIVERSION MEDIA CAMPAIGN TIRE AMNESTY MEDIA CAMPAIGN	6/8/2017	6,106.50 16,521.67 682.00 893.00 2,715.50 772.00	27,690.67
18424	ASBURY ENVIRONMENTAL SERVICES HHW DISPOSAL SERVICES	6/8/2017	80.00	80.00
18425	AT&T SERVICES INC HHW TELEPHONE SERVICES	6/8/2017	329.92	329.92
18426	BC LABORATORIES, INC CH LAB ANALYSIS	6/8/2017	1,875.00	1,875.00
18427	CALIFORNIA RESOURCE RECOVERY ASSOCIATION CRRA ANNUAL MEMBERSHIP	6/8/2017	200.00	200.00
18428	CARDLOCK FUELS SYSTEM, INC. SSTS BIODIESEL FUEL	6/8/2017	7,963.83	7,963.83
18429	CLARK PEST CONTROL, INC ADMIN PEST CONTROL	6/8/2017	98.00	98.00
18430	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS VEHICLE MAINTENANCE	6/8/2017	561.23	561.23
18431	CSC OF SALINAS/YUMA JC EQUIPMENT MAINTENANCE	6/8/2017	1,171.45	1,171.45
18432	DON CHAPIN INC CH FACILITY MAINTENANCE	6/8/2017	330.00	330.00
18433	EAST BAY TIRE CO. JC & SS VEHICLE MAINTENANCE	6/8/2017	903.77	903.77
18434	ELIA ZAVALA CRRA ANNUAL CONFERENCE DIEM	6/8/2017	188.00	188.00
18435	ERIKA TRUJILLO CCAC WORKSHOP: PER DIEM	6/8/2017	74.00	74.00
18436	ERNEST BELL D. JR ADMIN/SSTS/JC JANITORIAL SERVICES	6/8/2017	2,482.50	2,482.50
18437	ESTELA GUTIERREZ CRRA ANNUAL CONFERENCE DIEM	6/8/2017	188.00	188.00
18438	FEDEX ADMIN OVERNIGHT SHIPMENTS	6/8/2017	46.35	46.35
18439	FERNANDO AVALOS PADILLA LIVESCAN ADMIN FEE	6/8/2017	5.00	5.00
18440	FULL STEAM STAFFING LLC SSTS & JC CONTRACT LABOR	6/8/2017	4,387.95	4,387.95
18441	GOLDEN STATE TRUCK & TRAILER REPAIR SSTS VEHICLE MAINTENANCE	6/8/2017	6,024.44	6,024.44

Salinas Valley Solid Waste Authority
Checks Issued Report for 6/1/2017 to 6/30/2017

Check #	Name	Check Date	Amount	Check Total
18442	GREEN RUBBER - KENNEDY AG, LP JC SAFETY SUPPLIES	6/8/2017	78.02	78.02
18443	GREEN VALLEY INDUSTRIAL SUPPLY, INC JC FACILITY MAINTENANCE	6/8/2017	630.39	630.39
18444	GUILLERMINA GUTIERREZ CRRRA ANNUAL CONFERENCE DIEM	6/8/2017	188.00	188.00
18445	HOME DEPOT ALL SITES FACILITY MAINTENANCE	6/8/2017	1,019.76	1,019.76
18446	J. S. COLE CO. SSTS EQUIPMENT RENTAL	6/8/2017	6,190.11	6,190.11
18447	JENNY MITCHELL CCRA ANNUAL CONFERENCE DIEM	6/8/2017	188.00	188.00
18448	JULIO GIL RATE BANNERS	6/8/2017	199.93	199.93
18449	OFFICE DEPOT ADMIN OFFICE SUPPLIES	6/8/2017	986.92	986.92
18450	PACIFIC GAS AND ELECTRIC COMPANY ALL SITES PGE SERVICES	6/8/2017	6,005.17	6,005.17
18451	RETURNS R US, INC. PHARMACEUTICAL TAKE BACK KITS	6/8/2017	600.00	600.00
18452	TOYOTA MATERIAL HANDLING HHW EQUIPMENT MAINTENANCE	6/8/2017	1,828.48	1,828.48
18453	VALLEY FABRICATION, INC. SSTS FACILITY MAINTENANCE	6/8/2017	296.23	296.23
18454	WESTERN TRAILER COMPANY SSTS VEHICLE MAINTENANCE	6/8/2017	501.11	501.11
18455	A & G PUMPING, INC JR PORTABLE TOILETS	6/14/2017	105.83	105.83
18456	AMERICAN SUPPLY CO. HHW JANITORIAL SUPPLIES	6/14/2017	406.96	406.96
18457	CARDLOCK FUELS SYSTEM, INC. SSTS & JC DIESEL	6/14/2017	19,070.95	19,070.95
18458	CITY OF GONZALES JC LF WATER	6/14/2017	124.25	124.25
18459	CLINTON HENDRICKS LCW TRAINING DIEM	6/14/2017	12.00	12.00
18460	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS VEHICLE MAINT	6/14/2017	367.49	367.49
18461	COSTCO WHOLESALE ADMIN OFFICE SUPPLIES REPLACEMENT COMPUTER REPLACEMENT COMPUTER	6/14/2017	147.12 995.25 890.30	2,032.67

Salinas Valley Solid Waste Authority
Checks Issued Report for 6/1/2017 to 6/30/2017

Check #	Name	Check Date	Amount	Check Total
18462	CSC OF SALINAS/YUMA VEHICLE MAINTENANCE	6/14/2017	370.74	370.74
18463	FERGUSON ENTERPRISES INC #795 JC & JR FACILITY REPAIRS	6/14/2017	385.39	385.39
18464	FIRST ALARM SSTS BUILDING ALARM	6/14/2017	70.00	70.00
18465	FLEETMATICS, USA LLC JC VEHICLE MAINTENANCE	6/14/2017	200.00	200.00
18466	FULL STEAM STAFFING LLC SSTS & JC CONTRACTED LABOR	6/14/2017	3,578.73	3,578.73
18467	GONZALES ACE HARDWARE JC & JRTS FACILITY MAINTENANCE SUPPLIES	6/14/2017	321.34	321.34
18468	**VOID**	6/14/2017	-	-
18469	GONZALES TIRE & AUTO SUPPLY JRS & SSTS EQUIPMENT MAINTENANCE	6/14/2017	764.22	764.22
18470	GREEN RUBBER - KENNEDY AG, LP SSTS FACILITY MAINTENANCE & SUPPLIES	6/14/2017	1,457.57	1,457.57
18471	GREEN VALLEY INDUSTRIAL SUPPLY, INC FACILITIES MAINTENANCE SUPPLIES	6/14/2017	683.86	683.86
18472	HERC RENTALS INC. JC EQUIPMENT RENTAL	6/14/2017	1,910.62	1,910.62
18473	HYDROTURF, INC JC & LW FACILITY MAINTENANCE	6/14/2017	32.76	32.76
18474	KING CITY HARDWARE INC. JR FACILITY MAINTENANCE	6/14/2017	159.13	159.13
18475	MARTA M. GRANADOS TRANSLATION SERVICES: PUBLIC INFO MEETING	6/14/2017	360.00	360.00
18476	NEXTEL OF CALIFORNIA, INC CELL PHONE SERVICE	6/14/2017	307.65	307.65
18477	OFFICE DEPOT ADMIN OFFICE SUPPLIES	6/14/2017	1,043.71	1,043.71
18478	ONE STOP AUTO CARE/V & S AUTO CARE, INC ADMIN & RR VEHICLE MAINTENANCE	6/14/2017	49.45	49.45
18479	PACIFIC GAS AND ELECTRIC COMPANY HHW & SSTS ENERGY SERVICES	6/14/2017	129.92	129.92
18480	PENINSULA MESSENGER LLC BANK CARRIER SERVICES ALL SITES	6/14/2017	620.00	620.00
18481	PITNEY BOWES GLOBAL POSTAGE MACHINE QTR LEASE	6/14/2017	297.95	297.95

Salinas Valley Solid Waste Authority
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Check #	Name	Check Date	Amount	Check Total
18482	PROBUILD COMPANY LLC SSTS FACILITY MAINTENANCE	6/14/2017	4.89	4.89
18483	QUINN COMPANY SSTS & HHW EQUIPMENT MAINTENANCE	6/14/2017	6,680.31	6,680.31
18484	**VOID**	6/14/2017	-	-
18485	SCALES UNLIMITED JC SCALEHOUSE MAINTENANCE	6/14/2017	2,456.12	2,456.12
18486	THOMAS M BRUEN LEGAL SERVICES	6/14/2017	1,761.13	1,761.13
18487	TRI-COUNTY FIRE PROTECTION, INC. SSTS FIRE EXTINGUISHERS SERVICE	6/14/2017	89.59	89.59
18488	US BANK CORPORATE PAYMENT SYSTEM WALMART:RR SUPPLIES SMART&FINAL: SCOPING MEETING SUPPLIES AMAZON.COM: THERAML COFFEE CARAFE ASAPORG: PACE CERTIFICATION FOR ADRIANNA ASAPORG: PACE STUDY GUIDE BLR: HR WEBINAR REGISTRATION MIKES PIZZA: BOARD MEETING REFRESHMENTS SMART&FINAL: BOARD MEETING REFRESHMENTS EL POLLO LOCO: CAG WORKSHOP REFRESHMENTS 4/25/17 SMART&FINAL: CAG WORKSHOP REFRESHMENTS 4/25/17 MCMaster-CARR: SS EQUIPMENT SUPPLIES CITY OF MONTEREY: PARKING FOR MS TRAINING CRRRA: 2017 ANNUAL MEMBERSHIP CRRRA: ANNUAL MEMBERSHIP SMART&FINAL: EC MEETING 5/4/17 SUPPLIES INTERMEDIA: MONTHLY EXCHANGE SERVER AMAZON: INSTANT EASELS LUCID SOFTWARE:MONTHLY SUBSCRIPTION SHAREFILE SUBSCRIPTION EXPERIAN:CREDIT CHECKS CAL STORMWATER: ASSOCIATION MEMBERSHIP VALLEY SAW:GEAR BOX ASSEMBLY HR ASSOCIATION: OSHA RECORD KEEPING WEBINAR POLLO LOCO: LONG RANGE FACILITY NEEDS FRESH WATER SYSTEMS: WATER FILTERS SMART&FINAL: PUBLIC INFORMATION MEETINGS AMAZON:REPLACEMENT HARD DRIVE FOR SERVER HUGHESNET: SCALEHOUSE INTERNET SERVICE SMART N FINAL: ADMIN OFFICE SUPPLIES PERFECT WATER TECH:WATER FILTERS CH SMART&FINAL: PUBLIC INFORMATION MEETINGS SWENSON SILACCI: SYMPATHY ARRANGEMENT DAVE ROEL VISTA PRINT: MARKETING BUSINESS CARDS FILTERWATER.COM:WATER FILTERS	6/14/2017	112.75 20.04 27.90 349.00 50.00 149.00 79.70 27.76 37.29 12.97 187.27 15.00 200.00 200.00 27.75 364.93 29.54 50.00 32.95 199.80 55.00 142.02 149.00 21.84 94.25 14.86 906.16 171.61 17.97 467.39 15.28 48.74 31.65 138.00	4,447.42
18489	**VOID**	6/14/2017	-	-
18490	**VOID**	6/14/2017	-	-

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Check #	Name	Check Date	Amount	Check Total
18491	**VOID**	6/14/2017	-	-
18492	WASTE MANAGEMENT INC SALINAS FRANCHISE WASTE TO MADISON LANE	6/14/2017	51,405.88	51,405.88
18493	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION ALL SITES FUEL	6/14/2017	3,358.27	3,358.27
18494	AAA TARPS SSTS VEHICLE MAINTENANCE	6/22/2017	1,402.00	1,402.00
18495	AMERICAN SUPPLY CO. HHW JANITORIAL SUPPLIES	6/22/2017	85.38	85.38
18496	BECKS SHOES AND REPAIR SSTS SAFETY UNIFORM	6/22/2017	366.17	366.17
18497	CARDLOCK FUELS SYSTEM, INC. JC CLEAR DIESEL	6/22/2017	2,002.09	2,002.09
18498	CITY OF GONZALES JC HOSTING FEE	6/22/2017	20,833.33	20,833.33
18499	CORIX WATER PRODUCTS SSTS VEHICLE MAINTENANCE	6/22/2017	242.49	242.49
18500	CSC OF SALINAS/YUMA SSTS VEHICLE MAINTENANCE	6/22/2017	699.02	699.02
18501	EAST BAY TIRE CO. HHW VEHICLE MAINTENANCE	6/22/2017	83.00	83.00
18502	FIRST ALARM JR BUILDING ALARM	6/22/2017	90.00	90.00
18503	FULL STEAM STAFFING LLC JC & SSTS CONTRACTED LABOR	6/22/2017	3,530.22	3,530.22
18504	GOLDEN STATE TRUCK & TRAILER REPAIR SSTS VEHICLE MAINTENANCE	6/22/2017	2,281.88	2,281.88
18505	GORDON CHIN LUNCH WITH GM	6/22/2017	89.86	89.86
18506	GREEN RUBBER - KENNEDY AG, LP JR FACILITY MAINTENANCE	6/22/2017	69.69	69.69
18507	GREEN VALLEY INDUSTRIAL SUPPLY, INC SSTS FACILITY MAINTENANCE	6/22/2017	217.14	217.14
18508	GUERITO SSTS & JC PORTABLE TOILETS	6/22/2017	1,028.00	1,028.00
18509	HYDROTURF, INC CH FACILITY MAINTENANCE	6/22/2017	42.38	42.38
18510	JULIO GIL ALL SITES UNIFORMS	6/22/2017	1,623.81	1,623.81

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Check #	Name	Check Date	Amount	Check Total
18511	KELLY-MOORE PAINT COMPANY INC. SSTS EQUIPMENT MAINTENANCE	6/22/2017	231.99	231.99
18512	LANDS END BUSINESS OUTFITTERS ADMINISTRATION TRAINING GEAR	6/22/2017	229.44	229.44
18513	MARTA M. GRANADOS FY16-17 BD MEETING INTERPRETER	6/22/2017	180.00	180.00
18514	MAYRA MARTINEZ BOARD MEETING MILEAGE REIMBURSEMENT	6/22/2017	19.01	19.01
18515	NETPIPE INTERNET SERVICES MANAGED IT SERVICES	6/22/2017	225.00	225.00
18516	OFFICE DEPOT SSTS OFFICE SUPPLIES	6/22/2017	87.75	87.75
18517	ONE STOP AUTO CARE/V & S AUTO CARE, INC ADMIN VEHICLE MAINTENANCE	6/22/2017	119.27	119.27
18518	PINNACLE MEDICAL GROUP PRE EMPLOYMENT PHYSICAL	6/22/2017	180.00	180.00
18519	QUINN COMPANY PARTS RETURN SSTS VEHICLE MAINTENANCE	6/22/2017	(1,682.63) 2,064.92	382.29
18520	RAMON N VALLEJO FERNANDO AVALOS PADILLAS	6/22/2017	57.00	57.00
18521	REPUBLIC SERVICES #471 ADMIN GARBAGE SERVICE	6/22/2017	71.46	71.46
18522	RHINO POWER INDUSTRIAL EQUIPMENT LLC SSTS EQUIPMENT TOOLS	6/22/2017	6,828.12	6,828.12
18523	RODDY TREVINO DMV PHYSICAL	6/22/2017	90.00	90.00
18524	RONNIE G. REHN SSTS SMALL TOOLS	6/22/2017	176.99	176.99
18525	ROSSI BROS TIRE & AUTO SERVICE SSTS VEHICLE MIANTENANCE	6/22/2017	7,774.95	7,774.95
18526	**VOID**	6/22/2017	-	-
18527	**VOID**	6/22/2017	-	-
18528	SALINAS NEWSPAPERS, INC. LEGAL: FEES & RATES 2017-18	6/22/2017	331.72	331.72
18529	SAN BENITO SUPPLY, CONSTRUCTION, CONCRETE & QUARRY JR FACILITY MAINTENANCE	6/22/2017	359.89	359.89
18530	SHARPS SOLUTIONS, LLC HHW BIOZARD DISPOSAL	6/22/2017	120.00	120.00

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Check #	Name	Check Date	Amount	Check Total
18531	SOUTH COUNTY NEWSPAPER LEGAL: FEES & RATES 2017-18	6/22/2017	540.00	540.00
18532	STURDY OIL COMPANY SSTS VEHICLE MAINTENANCE	6/22/2017	310.06	310.06
18533	VALLEY FABRICATION, INC. SSTS FACILITY MAINTENANCE	6/22/2017	1,286.97	1,286.97
18534	VISION RECYCLING INC MAY SS GREENWASTE PROCESSING	6/22/2017	27,339.81	27,339.81
18535	WESTERN EXTERMINATOR COMPANY FACILITY VECTOR CONTROL	6/22/2017	369.50	369.50
18536	Y & K MARKETING LLC. WORM BINS BULK ORDER	6/22/2017	1,650.00	1,650.00
18537	3KING CITY UNION SCHOOL DISTRICT WALLY WASTENOT AWARD - KING CITY ARTS MAGNET	6/29/2017	1,950.00	1,950.00
18538	AECOM TECHNICAL SERVICES, INC. PROJECT DESIGN AND CEQA SERVICES	6/29/2017	11,548.06	11,548.06
18539	AT&T SERVICES INC ADMIN TELEPHONE SERVICES	6/29/2017	354.21	354.21
18540	BAGLEY ENTERPRISES, INC SSTS TANK INSPECTION	6/29/2017	680.00	680.00
18541	BC LABORATORIES, INC JR WATER LAB ANALYSIS	6/29/2017	1,650.00	1,650.00
18542	CALIFORNIA WATER SERVICE SSTS WATER UTILITY SERVICE	6/29/2017	126.69	126.69
18543	CARDLOCK FUELS SYSTEM, INC. JC DIESEL	6/29/2017	1,642.75	1,642.75
18544	CITY OF GONZALES BOARD OF DIRECTORS MEETING SUPPLIES	6/29/2017	567.43	567.43
18545	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS TRUCK MAINTENANCE	6/29/2017	596.86	596.86
18546	COMMUNITY ACTION PARTNERSHIP OF SAN LUIS OBISPO COUNTY, INC WALLY WASTENOT AWARD - LA PAZ MIGRANT & SEASONAL H	6/29/2017	1,950.00	1,950.00
18547	COMMUNITY ACTION PARTNERSHIP OF SAN LUIS OBISPO COUNTY, INC WALLY WASTENOT AWARD - PRIMAVERA MIGRANT AND SEASO	6/29/2017	1,950.00	1,950.00
18548	EAST BAY TIRE CO. JC VEHICLE MAINTENANCE	6/29/2017	24.50	24.50
18549	EDGES ELECTRICAL GROUP, LLC SSTS FACILITY MAINTENANCE	6/29/2017	299.73	299.73
18550	EXPRESS SAFETY INC SSTS SAFETY SUPPLIES	6/29/2017	698.89	698.89

Salinas Valley Solid Waste Authority
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Check #	Name	Check Date	Amount	Check Total
18551	FEDEX OVERNIGHT SHIPMENTS	6/29/2017	64.53	64.53
18552	GOLDEN STATE TRUCK & TRAILER REPAIR SSTS, HHW VEHICLE MAINTENANCE	6/29/2017	1,879.04	1,879.04
18553	GORDON CHIN HHW HAZWOPER TRAINING	6/29/2017	91.18	91.18
18554	GRAINGER SSTS FACILITY SUPPLIES	6/29/2017	375.18	375.18
18555	GREEN RUBBER - KENNEDY AG, LP PARTS RETURN CH FACILITY CONTAINMENT MAINTENANCE	6/29/2017	(121.99) 11,507.22	11,385.23
18556	GREEN VALLEY INDUSTRIAL SUPPLY, INC SSTS VEHICLE MAINTENANCE	6/29/2017	89.48	89.48
18557	HERC RENTALS INC. JC EQUIPMENT RENTAL	6/29/2017	1,215.75	1,215.75
18558	HOME DEPOT ALL SITES FACILITY MAINTENANCE SUPPLIES	6/29/2017	2,601.94	2,601.94
18559	**Void**	6/29/2017	-	-
18560	**Void**	6/29/2017	-	-
18561	HOPE SERVICES SSTS CONTRACTED LABOR SSTS CONTRACTED LABOR	6/29/2017	6,606.74 5,801.04	12,407.78
18562	HYDROTURF, INC Irrigation System Supplies	6/29/2017	196.40	196.40
18563	JOHN E. STEINBECK PARENT TEACHER ORGANIZATION, INC WALLY WASTENOT AWARD - JOHN E. STEINBECK PTO	6/29/2017	1,950.00	1,950.00
18564	JULIO GIL JC, SSTS, HHW, JR UNIFORMS	6/29/2017	957.04	957.04
18565	KING CITY HARDWARE INC. CHLF MAINTENANCE	6/29/2017	84.54	84.54
18566	MALLORY CO. INC HHW SAFETY SUPPLIES	6/29/2017	636.60	636.60
18567	MANUEL PEREA TRUCKING, INC. SSTS TRANSPORTATION SERVICES	6/29/2017	950.00	950.00
18568	MARTA M. GRANADOS FY16-17 BD Meeting Interpreter	6/29/2017	180.00	180.00
18569	MC CORMICK & CO. INC REFUND AR CREDIT BALANCE	6/29/2017	457.58	457.58
18570	MONTAGE HEALTH FOUNDATION INSTALLATION AND DISPOSAL MEDICAL BINS	6/29/2017	6,200.00	6,200.00

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Check #	Name	Check Date	Amount	Check Total
18571	MONTEREY BAY OFFICE PRODUCTS REPLACEMENT SCANNER	6/29/2017	1,159.14	1,159.14
18572	MONTEREY COUNTY OFFICE OF EDUCATION WALLY WASTENOT AWARD - LA JOYA HEAD START	6/29/2017	1,950.00	1,950.00
18573	NCM ODOR CONTROL SSTS FACILITY MAINTENANCE	6/29/2017	11,587.50	11,587.50
18574	NETPIPE INTERNET SERVICES MANAGED IT SERVICES	6/29/2017	225.00	225.00
18575	OFFICE DEPOT ADMIN OFFICE SUPPLIES	6/29/2017	665.26	665.26
18576	ONE STOP AUTO CARE/V & S AUTO CARE, INC OPS & ADMIN VEHICLE MAINTENANCE	6/29/2017	899.04	899.04
18577	O'NEILL SEA ODYSSEY Enhanced School Education Program	6/29/2017	30,000.00	30,000.00
18578	PITNEY BOWES - POSTAGE ADMIN POSTAGE	6/29/2017	430.92	430.92
18579	PROBUILD COMPANY LLC SSTS FACILITY MAINTENANCE SUPPLIES	6/29/2017	374.55	374.55
18580	PURE WATER BOTTLING JR PORTABLE WATER SERVICE	6/29/2017	35.25	35.25
18581	ROBERTO RODRIGUEZ - FLOREZ WALLY WASTENOT AWARD - JESSE G. SANCHEZ ELEMENTARY	6/29/2017	1,950.00	1,950.00
18582	ROSARIO DELGADILLO WALLY WASTENOT AWARD - CESAR CHAVEZ ELEMENTARY	6/29/2017	1,950.00	1,950.00
18583	SALINAS UNION HIGH SCHOOL DISTRICT WALLY WASTENOT AWARD - ALISAL HIGH SCHOOL	6/29/2017	1,950.00	1,950.00
18584	SALINAS UNION HIGH SCHOOL DISTRICT WALLY WASTENOT AWARD - SALINAS ADULT SCHOOL- THE P	6/29/2017	1,950.00	1,950.00
18585	SALINAS UNION HIGH SCHOOL DISTRICT WALLY WASTENOT AWARD - NORTH SALINAS HIGH SCHOOL	6/29/2017	1,950.00	1,950.00
18586	SCS FIELD SERVICES ALL SITES ROUTINE ENVIRONMENTAL SERVICES	6/29/2017	13,494.00	13,494.00
18587	SECO PACKING LLC REFUND AR CREDIT BALANCE	6/29/2017	251.19	251.19
18588	SOUTH COUNTY NEWSPAPER PUBLICATION YELLOW PAGES	6/29/2017	429.00	429.00
18589	STURDY OIL COMPANY SSTS EQUIPMENT MIANTENANCE	6/29/2017	1,671.70	1,671.70
18590	TYLER TECHNOLOGIES, INC. - INCODE DIVISION AP CHECK SIGNATURE TEMPLATE CHANGE	6/29/2017	138.00	138.00

Salinas Valley Solid Waste Authority
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Check #	Name	Check Date	Amount	Check Total
18591	VISION RECYCLING INC GREENWASTE CONTAMINATION JC C&D GRINDING SERVICES JC GREENWASTE PROCESSING	6/29/2017	1,000.00 32,026.50 68,462.17	101,488.67
18592	**Void**	6/29/2017	-	-
18593	WEST COAST RUBBER RECYCLING, INC JR TIRE AMNESTY RECYCLING SS TIRE AMNESTY TIRE RECYCLING	6/29/2017	1,100.00 1,100.00	2,200.00
DFT2017092	PENSKE TRUCK LEASING CO., LP 2012 FREIGHTLINER TRUCK	6/28/2017	36,000.00	<u>36,000.00</u>
	Subtotal			540,537.32
	Payroll Disbursements			<u>417,009.06</u>
	Grand Total			<u>957,546.38</u>



Report to the Executive Committee

ITEM NO. 4

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

General Counsel

Date: August 3, 2017

From: Patrick Mathews, General Manager/CAO

Title: A Resolution Approving the Revised Personnel Allocation, Salary Schedule, and the New and Revised Job Descriptions, Reflecting the Reorganization of the Administration Department, Resource Recovery Department, and Management Staffing Effective August 28, 2017

RECOMMENDATION

Staff encourages the Executive Committee to recommend Board approval of the adoption of the Resolution approving the Reorganization Implementation Plan for Resource Recovery, Human Resources and Management staffing, with related labor cost savings.

STRATEGIC PLAN RELATIONSHIP

The recommended action helps support the Authority's Goals to *Maintain a High Performance and Flexible Workforce* and *Promote the Value of Salinas Valley Recycles Services and Programs to the Community*. At its July 24th retreat, the Board developed a specific 6-month objective under the High Performance and Flexible Workforce goal to: *"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"*. This action will also reduce overall agency costs and assist in increasing and improving waste recovery activities in our commercial sector.

FISCAL IMPACT

The proposed Reorganization Plan would create an estimated \$56,000 savings in Fiscal Year 2017-18 budget and not increase total SVR staffing levels.

Eliminate HR Manager	\$(197,760)
Eliminate HR Generalist	\$(123,552)
Add HR Supervisor (Step 2)	\$136,051
Increase Outside Labor Law Contract Assistance	\$17,000
Add Resource Recovery Technician I/II (Step 3)	\$112,264
FY 2017-18 Estimated Savings:	\$55,997

DISCUSSION & ANALYSIS

With the departure of our Human Resources/Organizational Development (HR/OD) Manager, the management team has taken this event as an opportunity to reassess options for reorganization, cost savings and staff resource improvements. After careful

thought and three months of operating under an interim structure without an HR manager, staff is recommending the following permanent organizational changes:

1. Eliminate the HR/OD Manager position. The original HR/OD Management structure can always be re-established in the future if it becomes warranted.
2. Eliminate the HR Generalist position and reclassify this position to HR Supervisor. The new job description for this proposed position is included as Attachment No. 4c. This is recommended due to the added responsibilities placed on this position to absorb many of the HR/OD Manager's duties. This position would be placed in the Supervisors Salary Schedule benchmark (Attachment No. 3).
3. Modify the Finance Manager's job description (Attachment No. 4a) to Finance and Administration Manager with duty modifications. This is recommended due to this position absorbing the supervision of the front office Administrative Assistant I/II staff and the proposed HR Supervisor, who also processes payroll in addition HR/OD duties. This position will also be designated as the Risk Manager (previously under the HR/OD Manager) for processing and oversight of insurance and risk management programs.
4. Modify the Operations Manager job description (Attachment No. 4b) to be designated as Safety Officer (previously under the HR/OD Manager). This is a natural assignment decision as this position oversees the higher risk areas of our operations at the public facilities where safety is the highest priority.
5. Clerk of the Board will move under the supervision of the General Manager/CAO. Again, as the CAO is officially designated as the Clerk of the Board under Authority Code, this is a natural change in organizational structure.
6. Increase our retention with Liebert, Cassidy and Whitmore from \$3,000 to \$20,000 per year to accommodate any future significant personnel matters that may require a labor professional or legal assistance.
7. New Resource Recovery Technician I/II Position: An additional Resource Recovery staff position is needed to implement new AB 939 related programs and regulations necessary to achieve the following waste reduction and recycling state mandates and SVR's Strategic Plan Objective for the 3-yr Goal to "Select and Implement Facilities and Programs that Lead to Achievement of at Least 75% Waste Diversion".

The existing waste reduction and recycling laws, mandates and policies in CA include:

- AB 939 - requires 50% diversion of waste (now represented in pounds per person per day instead of a percentage),
- AB 341 - mandatory commercial recycling for businesses and multifamily complexes and established a broader paradigm shift in setting a 75% statewide diversion goal, and
- AB 1826 requires businesses, including multifamily complexes, schools, etc., to divert organic waste and requires local jurisdictions to implement organic waste recycling programs to divert this waste away from landfills.

Both AB 341 and AB 1826 pertain to businesses and in conjunction with AB 939, require jurisdictions to provide outreach and education, and monitoring and progress reporting on an annual basis. More recently two new laws were passed that specifically address organic waste:

- AB 876 addresses organics infrastructure planning by requiring counties and regional agencies to estimate the amount of organic waste in their areas over a 15-year period and an estimate of how much additional facility capacity will be needed to process that material, and to identify locations for new or expanded facilities.

- SB 1383, Short-Lived Climate Pollutants (SLCP) and Methane Emissions, requires the reduction of organic waste disposal below 2014 levels by: 50% by 2020; 75% by 2025 as well as diverting 20% of edible food from the landfill for human consumption by 2025. SB 1383 is the most ambitious disposal reduction mandate since the passage of AB 939 and achieving these levels of diversion would effectively eliminate the disposal of organic materials in landfills in California.

With the added focus on organics reduction and organics recycling program implementation, an additional Resource Recovery staff is needed to assist in meeting these new, unfunded State mandates. SVR will need to annually identify and track this information and document it in the Regional Agency's Electronic Annual Report to CalRecycle including, reporting the number of businesses & multi-family facilities that fall under the thresholds (by regulation, the thresholds change over time through 2020-21), the number that are not recycling organics, tonnage reporting, program implementation & monitoring, and outreach & education activities related to the laws. The additional staff will provide the on-going regulatory tracking, public outreach and education for these innovative programs for residents, businesses, multifamily complexes, schools, etc., and establish and create the necessary behavioral change (which take place over time with repeated exposure) to help ensure program success.

As SVR services approximately 60% of the county population, is the future population growth area, and has a service area of 2,400 square miles, the addition of a third Resource Recovery Technician I/II is critical for meeting our broad responsibilities for programmatic, outreach and education obligations and mandates well into the future. A list of the revised Resource Recovery staff assignments (including the proposed new position) to meet existing and new mandates and programmatic needs is included as Attachment No. 5.

BACKGROUND

At the June 1, 2017, Executive Committee meeting, staff outlined the interim and a potentially permanent staffing reorganization plan to address the departure of our Human Resources Manager in May 2017. After considering the options outlined by staff, the Executive Committee expressed support and directed staff to prepare the implementing actions for final review of the Executive Committee at its August 3rd meeting.

ATTACHMENT(S)

1. Resolution
2. Resolution Exhibit A – Revised Personnel Allocation Plan
3. Resolution Exhibit B – Revised Salary Schedule
4. Resolution Exhibit C – Revised Job Descriptions
 - a. Revised Job Description for Finance and Administration Manager
 - b. Revised Job Description for Operations Manager
 - c. New Job Description for Human Resources Supervisor
5. Resource Recovery Programmatic Staff Assignments
6. Organizational Chart

RESOLUTION NO. 2017-

A RESOLUTION APPROVING THE REVISED PERSONNEL ALLOCATION, SALARY SCHEDULE, AND THE NEW AND REVISED JOB DESCRIPTIONS REFLECTING THE REORGANIZATION OF THE ADMINISTRATION DEPARTMENT, RESOURCE RECOVERY DEPARTMENT, AND MANAGEMENT STAFFING EFFECTIVE AUGUST 28, 2017

WHEREAS, the departure of the Authority's Human Resource/Organizational Development (HR/OD) Manager offered an opportunity to reconsider its organizational structure; and

WHEREAS, on June 1, 2017, the Executive Committee considered staff's interim organizational changes (excluding the new positions) to address the HR/OD Manager departure and recommended further review and consideration of these as permanent changes; and

WHEREAS, the Authority has identified additional staffing needs for new and expanded program and regulatory mandates related to the recent implementation of AB 341, AB 1826, AB 876, and SB 1383, among others, and

WHEREAS, the Authority can achieve labor costs savings and meet these new regulatory mandates through a combination of organizational changes and program re-assignments.

THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALINAS VALLEY SOLID WASTE AUTHORITY that the Personnel Allocation effective August 28, 2017, attached hereto and marked "Exhibit A" is hereby approved; and,

BE IT FURTHER RESOLVED that the Salary Schedule effective August 28, 2017, attached hereto and marked "Exhibit B" is hereby approved; and,

BE IT FURTHER RESOLVED that the Job Descriptions effective August 28, 2017, attached hereto and marked "Exhibit C" are hereby approved; and,

PASSED AND ADOPTED by the Board of Directors of the Salinas Valley Solid Waste Authority this 17th day of August, 2017 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Simon Salinas, President

ATTEST:

Erika Trujillo, Clerk of the Board

**SALINAS VALLEY RECYCLES
PERSONNEL ALLOCATION
EFFECTIVE DATE 08/28/2017**

Attachment No. 2

Program and Position	15-16	15-16	16-17	16-17	16-17	17-18	17-18
	Approved 09/17/15	Approved 11/19/15	Approved 07/01/16	Approved 8/22/16	Approved 11/01/16	Approved 03/16/17	Proposed 08/17/17
Administration							
General Manager/CAO	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Assistant General Manager	-	1.0	**	**	**	**	**
Human Resources/Organizational Development Mgr	1.0	1.0	1.0	1.0	1.0	1.0	-
Human Resources Generalist	1.0	1.0	1.0	1.0	1.0	1.0	-
Human Resources Supervisor	-	-	-	-	-	-	1.0
Clerk of the Board	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Support Assistant II	2.0	2.0	2.0	2.0	-	-	-
Administrative Support Assistant I	1.0	1.0	1.0	1.0	-	-	-
Administrative Support Assistant I/II	-	-	-	-	3.0	3.0	3.0
Total Administration	7.0	8.0	7.0	7.0	7.0	7.0	6.0
Finance							
Finance Manager	1.0	1.0	1.0	1.0	1.0	1.0	-
Finance/Administration Manager	-	-	-	-	-	-	1.0
Business Services Supervisor	-	-	-	-	-	-	-
Accountant	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Accounting Technician I	1.0	1.0	1.0	1.0	-	-	-
Accounting Technician I/II	-	-	-	-	1.0	1.0	1.0
Total Finance	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Resource Recovery							
Diversion Manager	1.0	-	1.0	1.0	-	-	-
Resource Recovery Manager	-	-	-	-	1.0	1.0	1.0
Recycling Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Contracts & Grants Analyst	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Resource Recovery Technician I	2.0	2.0	2.0	2.0	-	-	-
Resource Recovery Technician I/II	-	-	-	-	2.0	2.0	3.0
Marketing Intern	-	-	-	-	0.5	0.5	0.5
Total Resource Recovery	5.0	4.0	5.0	5.0	5.5	5.5	6.5
Engineering							
Authority Engineer	1.0	1.0	-	-	-	-	-
Engineering and Environmental Compliance Manager	-	1.0	1.0	1.0	1.0	1.0	1.0
Total Engineering	1.0	2.0	1.0	1.0	1.0	1.0	1.0
Operations							
Operations Manager	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Field Operations Supervisor I	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Solid Waste Technician I	1.0	1.0	1.0	1.0	-	-	-
Solid Waste Technician I/II	-	-	-	-	1.0	1.0	1.0
Household Hazardous Waste Technician	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Equipment Operator/Driver/Lead	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Heavy Equipment Operator/Lead	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Equipment Operator/Driver	5.0	5.0	5.0	6.0	6.0	7.0	7.0
Heavy Equipment Operator	3.0	3.0	3.0	3.0	3.0	3.0	3.0
HHW Maintenance Worker II	3.0	3.0	3.0	3.0	-	-	-
HHW Maintenance Worker I/II	-	-	-	-	3.0	3.0	3.0
Scalehouse Cashier	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Diversion Worker I	6.0	6.0	6.0	8.0	-	-	-
Diversion Worker II	2.0	2.0	2.0	3.0	-	-	-
Diversion Worker I/II	-	-	-	-	11.0	12.0	12.0
Total Operations	31.0	31.0	31.0	35.0	35.0	37.0	37.0
Frozen Positions							
Business Services Supervisor	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Diversion Driver	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Total Frozen Positions	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Total Full Time Equivalents	50.0	51.0	50.0	54.0	54.5	56.5	56.5

** The Assistant General Manager position and duties are assigned to a Division Manager by the GM. Currently this assignment is being held by the Operations Manager.

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE August 28, 2017

POSITION	SALARY RANGE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
1.0	Hourly		8.740	8.959	9.183	9.413	9.648	9.889	10.136	10.389	10.649	10.915	11.133
	Bi-Weekly		699.20	716.72	734.64	753.04	771.84	791.12	810.88	831.12	851.92	873.20	890.64
	Monthly		1,514.93	1,552.89	1,591.72	1,631.59	1,672.32	1,714.09	1,756.91	1,800.76	1,845.83	1,891.93	1,929.72
	Annual		18,179.20	18,634.72	19,100.64	19,579.04	20,067.84	20,569.12	21,082.88	21,609.12	22,149.92	22,703.20	23,156.64
1.5	Hourly		8.959	9.183	9.413	9.648	9.889	10.136	10.389	10.649	10.915	11.188	11.412
	Bi-Weekly		716.72	734.64	753.04	771.84	791.12	810.88	831.12	851.92	873.20	895.04	912.96
	Monthly		1,552.89	1,591.72	1,631.59	1,672.32	1,714.09	1,756.91	1,800.76	1,845.83	1,891.93	1,939.25	1,978.08
	Annual		18,634.72	19,100.64	19,579.04	20,067.84	20,569.12	21,082.88	21,609.12	22,149.92	22,703.20	23,271.04	23,736.96
2.0	Hourly		9.183	9.413	9.648	9.889	10.136	10.389	10.649	10.915	11.188	11.468	11.697
	Bi-Weekly		734.64	753.04	771.84	791.12	810.88	831.12	851.92	873.20	895.04	917.44	935.76
	Monthly		1,591.72	1,631.59	1,672.32	1,714.09	1,756.91	1,800.76	1,845.83	1,891.93	1,939.25	1,987.79	2,027.48
	Annual		19,100.64	19,579.04	20,067.84	20,569.12	21,082.88	21,609.12	22,149.92	22,703.20	23,271.04	23,853.44	24,329.76
2.5	Hourly		9.413	9.648	9.889	10.136	10.389	10.649	10.915	11.188	11.468	11.755	11.990
	Bi-Weekly		753.04	771.84	791.12	810.88	831.12	851.92	873.20	895.04	917.44	940.40	959.20
	Monthly		1,631.59	1,672.32	1,714.09	1,756.91	1,800.76	1,845.83	1,891.93	1,939.25	1,987.79	2,037.53	2,078.27
	Annual		19,579.04	20,067.84	20,569.12	21,082.88	21,609.12	22,149.92	22,703.20	23,271.04	23,853.44	24,450.40	24,939.20
3.0	Hourly		9.648	9.889	10.136	10.389	10.649	10.915	11.188	11.468	11.755	12.049	12.290
	Bi-Weekly		771.84	791.12	810.88	831.12	851.92	873.20	895.04	917.44	940.40	963.92	983.20
	Monthly		1,672.32	1,714.09	1,756.91	1,800.76	1,845.83	1,891.93	1,939.25	1,987.79	2,037.53	2,088.49	2,130.27
	Annual		20,067.84	20,569.12	21,082.88	21,609.12	22,149.92	22,703.20	23,271.04	23,853.44	24,450.40	25,061.92	25,563.20
3.5	Hourly		9.889	10.136	10.389	10.649	10.915	11.188	11.468	11.755	12.049	12.350	12.597
	Bi-Weekly		791.12	810.88	831.12	851.92	873.20	895.04	917.44	940.40	963.92	988.00	1,007.76
	Monthly		1,714.09	1,756.91	1,800.76	1,845.83	1,891.93	1,939.25	1,987.79	2,037.53	2,088.49	2,140.67	2,183.48
	Annual		20,569.12	21,082.88	21,609.12	22,149.92	22,703.20	23,271.04	23,853.44	24,450.40	25,061.92	25,688.00	26,201.76
4.0	Hourly		10.136	10.389	10.649	10.915	11.188	11.468	11.755	12.049	12.350	12.659	12.912
	Bi-Weekly		810.88	831.12	851.92	873.20	895.04	917.44	940.40	963.92	988.00	1,012.72	1,032.96
	Monthly		1,756.91	1,800.76	1,845.83	1,891.93	1,939.25	1,987.79	2,037.53	2,088.49	2,140.67	2,194.23	2,238.08
	Annual		21,082.88	21,609.12	22,149.92	22,703.20	23,271.04	23,853.44	24,450.40	25,061.92	25,688.00	26,330.72	26,856.96
4.5	Hourly		10.389	10.649	10.915	11.188	11.468	11.755	12.049	12.350	12.659	12.975	13.235
	Bi-Weekly		831.12	851.92	873.20	895.04	917.44	940.40	963.92	988.00	1,012.72	1,038.00	1,058.80
	Monthly		1,800.76	1,845.83	1,891.93	1,939.25	1,987.79	2,037.53	2,088.49	2,140.67	2,194.23	2,249.00	2,294.07
	Annual		21,609.12	22,149.92	22,703.20	23,271.04	23,853.44	24,450.40	25,061.92	25,688.00	26,330.72	26,988.00	27,528.80
5.0	Hourly		10.649	10.915	11.188	11.468	11.755	12.049	12.350	12.659	12.975	13.299	13.565
	Bi-Weekly		851.92	873.20	895.04	917.44	940.40	963.92	988.00	1,012.72	1,038.00	1,063.92	1,085.20
	Monthly		1,845.83	1,891.93	1,939.25	1,987.79	2,037.53	2,088.49	2,140.67	2,194.23	2,249.00	2,305.16	2,351.27
	Annual		22,149.92	22,703.20	23,271.04	23,853.44	24,450.40	25,061.92	25,688.00	26,330.72	26,988.00	27,661.92	28,215.20

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE August 28, 2017

POSITION	SALARY RANGE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
	5.5	Hourly	10.915	11.188	11.468	11.755	12.049	12.350	12.659	12.975	13.299	13.631	13.904
		Bi-Weekly	873.20	895.04	917.44	940.40	963.92	988.00	1,012.72	1,038.00	1,063.92	1,090.48	1,112.32
		Monthly	1,891.93	1,939.25	1,987.79	2,037.53	2,088.49	2,140.67	2,194.23	2,249.00	2,305.16	2,362.71	2,410.03
		Annual	22,703.20	23,271.04	23,853.44	24,450.40	25,061.92	25,688.00	26,330.72	26,988.00	27,661.92	28,352.48	28,920.32
	6.0	Hourly	11.188	11.468	11.755	12.049	12.350	12.659	12.975	13.299	13.631	13.972	14.251
		Bi-Weekly	895.04	917.44	940.40	963.92	988.00	1,012.72	1,038.00	1,063.92	1,090.48	1,117.76	1,140.08
		Monthly	1,939.25	1,987.79	2,037.53	2,088.49	2,140.67	2,194.23	2,249.00	2,305.16	2,362.71	2,421.81	2,470.17
		Annual	23,271.04	23,853.44	24,450.40	25,061.92	25,688.00	26,330.72	26,988.00	27,661.92	28,352.48	29,061.76	29,642.08
	6.5	Hourly	11.468	11.755	12.049	12.350	12.659	12.975	13.299	13.631	13.972	14.321	14.607
		Bi-Weekly	917.44	940.40	963.92	988.00	1,012.72	1,038.00	1,063.92	1,090.48	1,117.76	1,145.68	1,168.56
		Monthly	1,987.79	2,037.53	2,088.49	2,140.67	2,194.23	2,249.00	2,305.16	2,362.71	2,421.81	2,482.31	2,531.88
		Annual	23,853.44	24,450.40	25,061.92	25,688.00	26,330.72	26,988.00	27,661.92	28,352.48	29,061.76	29,787.68	30,382.56
	7.0	Hourly	11.755	12.049	12.350	12.659	12.975	13.299	13.631	13.972	14.321	14.679	14.973
		Bi-Weekly	940.40	963.92	988.00	1,012.72	1,038.00	1,063.92	1,090.48	1,117.76	1,145.68	1,174.32	1,197.84
		Monthly	2,037.53	2,088.49	2,140.67	2,194.23	2,249.00	2,305.16	2,362.71	2,421.81	2,482.31	2,544.36	2,595.32
		Annual	24,450.40	25,061.92	25,688.00	26,330.72	26,988.00	27,661.92	28,352.48	29,061.76	29,787.68	30,532.32	31,143.84
	7.5	Hourly	12.049	12.350	12.659	12.975	13.299	13.631	13.972	14.321	14.679	15.046	15.347
		Bi-Weekly	963.92	988.00	1,012.72	1,038.00	1,063.92	1,090.48	1,117.76	1,145.68	1,174.32	1,203.68	1,227.76
		Monthly	2,088.49	2,140.67	2,194.23	2,249.00	2,305.16	2,362.71	2,421.81	2,482.31	2,544.36	2,607.97	2,660.15
		Annual	25,061.92	25,688.00	26,330.72	26,988.00	27,661.92	28,352.48	29,061.76	29,787.68	30,532.32	31,295.68	31,921.76
Student Intern	8.0	Hourly	12.350	12.659	12.975	13.299	13.631	13.972	14.321	14.679	15.046	15.422	15.730
		Bi-Weekly	988.00	1,012.72	1,038.00	1,063.92	1,090.48	1,117.76	1,145.68	1,174.32	1,203.68	1,233.76	1,258.40
		Monthly	2,140.67	2,194.23	2,249.00	2,305.16	2,362.71	2,421.81	2,482.31	2,544.36	2,607.97	2,673.15	2,726.53
		Annual	25,688.00	26,330.72	26,988.00	27,661.92	28,352.48	29,061.76	29,787.68	30,532.32	31,295.68	32,077.76	32,718.40
	8.5	Hourly	12.659	12.975	13.299	13.631	13.972	14.321	14.679	15.046	15.422	15.808	16.124
		Bi-Weekly	1,012.72	1,038.00	1,063.92	1,090.48	1,117.76	1,145.68	1,174.32	1,203.68	1,233.76	1,264.64	1,289.92
		Monthly	2,194.23	2,249.00	2,305.16	2,362.71	2,421.81	2,482.31	2,544.36	2,607.97	2,673.15	2,740.05	2,794.83
		Annual	26,330.72	26,988.00	27,661.92	28,352.48	29,061.76	29,787.68	30,532.32	31,295.68	32,077.76	32,880.64	33,537.92
	9.0	Hourly	12.975	13.299	13.631	13.972	14.321	14.679	15.046	15.422	15.808	16.203	16.527
		Bi-Weekly	1,038.00	1,063.92	1,090.48	1,117.76	1,145.68	1,174.32	1,203.68	1,233.76	1,264.64	1,296.24	1,322.16
		Monthly	2,249.00	2,305.16	2,362.71	2,421.81	2,482.31	2,544.36	2,607.97	2,673.15	2,740.05	2,808.52	2,864.68
		Annual	26,988.00	27,661.92	28,352.48	29,061.76	29,787.68	30,532.32	31,295.68	32,077.76	32,880.64	33,702.24	34,376.16
	9.5	Hourly	13.299	13.631	13.972	14.321	14.679	15.046	15.422	15.808	16.203	16.608	16.940
		Bi-Weekly	1,063.92	1,090.48	1,117.76	1,145.68	1,174.32	1,203.68	1,233.76	1,264.64	1,296.24	1,328.64	1,355.20
		Monthly	2,305.16	2,362.71	2,421.81	2,482.31	2,544.36	2,607.97	2,673.15	2,740.05	2,808.52	2,878.72	2,936.27
		Annual	27,661.92	28,352.48	29,061.76	29,787.68	30,532.32	31,295.68	32,077.76	32,880.64	33,702.24	34,544.64	35,235.20

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE August 28, 2017

POSITION	SALARY RANGE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
	10.0	Hourly	13.631	13.972	14.321	14.679	15.046	15.422	15.808	16.203	16.608	17.023	17.363
		Bi-Weekly	1,090.48	1,117.76	1,145.68	1,174.32	1,203.68	1,233.76	1,264.64	1,296.24	1,328.64	1,361.84	1,389.04
		Monthly	2,362.71	2,421.81	2,482.31	2,544.36	2,607.97	2,673.15	2,740.05	2,808.52	2,878.72	2,950.65	3,009.59
		Annual	28,352.48	29,061.76	29,787.68	30,532.32	31,295.68	32,077.76	32,880.64	33,702.24	34,544.64	35,407.84	36,115.04
	10.5	Hourly	13.972	14.321	14.679	15.046	15.422	15.808	16.203	16.608	17.023	17.449	17.798
		Bi-Weekly	1,117.76	1,145.68	1,174.32	1,203.68	1,233.76	1,264.64	1,296.24	1,328.64	1,361.84	1,395.92	1,423.84
		Monthly	2,421.81	2,482.31	2,544.36	2,607.97	2,673.15	2,740.05	2,808.52	2,878.72	2,950.65	3,024.49	3,084.99
		Annual	29,061.76	29,787.68	30,532.32	31,295.68	32,077.76	32,880.64	33,702.24	34,544.64	35,407.84	36,293.92	37,019.84
	11.0	Hourly	14.321	14.679	15.046	15.422	15.808	16.203	16.608	17.023	17.449	17.885	18.243
		Bi-Weekly	1,145.68	1,174.32	1,203.68	1,233.76	1,264.64	1,296.24	1,328.64	1,361.84	1,395.92	1,430.80	1,459.44
		Monthly	2,482.31	2,544.36	2,607.97	2,673.15	2,740.05	2,808.52	2,878.72	2,950.65	3,024.49	3,100.07	3,162.12
		Annual	29,787.68	30,532.32	31,295.68	32,077.76	32,880.64	33,702.24	34,544.64	35,407.84	36,293.92	37,200.80	37,945.44
Diversion Worker I	11.5	Hourly	14.679	15.046	15.422	15.808	16.203	16.608	17.023	17.449	17.885	18.332	18.699
		Bi-Weekly	1,174.32	1,203.68	1,233.76	1,264.64	1,296.24	1,328.64	1,361.84	1,395.92	1,430.80	1,466.56	1,495.92
		Monthly	2,544.36	2,607.97	2,673.15	2,740.05	2,808.52	2,878.72	2,950.65	3,024.49	3,100.07	3,177.55	3,241.16
		Annual	30,532.32	31,295.68	32,077.76	32,880.64	33,702.24	34,544.64	35,407.84	36,293.92	37,200.80	38,130.56	38,893.92
	12.0	Hourly	15.046	15.422	15.808	16.203	16.608	17.023	17.449	17.885	18.332	18.790	19.166
		Bi-Weekly	1,203.68	1,233.76	1,264.64	1,296.24	1,328.64	1,361.84	1,395.92	1,430.80	1,466.56	1,503.20	1,533.28
		Monthly	2,607.97	2,673.15	2,740.05	2,808.52	2,878.72	2,950.65	3,024.49	3,100.07	3,177.55	3,256.93	3,322.11
		Annual	31,295.68	32,077.76	32,880.64	33,702.24	34,544.64	35,407.84	36,293.92	37,200.80	38,130.56	39,083.20	39,865.28
	12.5	Hourly	15.422	15.808	16.203	16.608	17.023	17.449	17.885	18.332	18.790	19.260	19.645
		Bi-Weekly	1,233.76	1,264.64	1,296.24	1,328.64	1,361.84	1,395.92	1,430.80	1,466.56	1,503.20	1,540.80	1,571.60
		Monthly	2,673.15	2,740.05	2,808.52	2,878.72	2,950.65	3,024.49	3,100.07	3,177.55	3,256.93	3,338.40	3,405.13
		Annual	32,077.76	32,880.64	33,702.24	34,544.64	35,407.84	36,293.92	37,200.80	38,130.56	39,083.20	40,060.80	40,861.60
	13.0	Hourly	15.808	16.203	16.608	17.023	17.449	17.885	18.332	18.790	19.260	19.742	20.137
		Bi-Weekly	1,264.64	1,296.24	1,328.64	1,361.84	1,395.92	1,430.80	1,466.56	1,503.20	1,540.80	1,579.36	1,610.96
		Monthly	2,740.05	2,808.52	2,950.65	3,024.49	3,100.07	3,177.55	3,256.93	3,338.40	3,421.95	3,507.57	3,577.77
		Annual	32,880.64	33,702.24	34,544.64	35,407.84	36,293.92	37,200.80	38,130.56	39,083.20	40,060.80	41,063.36	41,884.96
Diversion Worker II	13.5	Hourly	16.203	16.608	17.023	17.449	17.885	18.332	18.790	19.260	19.742	20.236	20.641
		Bi-Weekly	1,296.24	1,328.64	1,361.84	1,395.92	1,430.80	1,466.56	1,503.20	1,540.80	1,579.36	1,618.88	1,651.28
		Monthly	2,808.52	2,878.72	2,950.65	3,024.49	3,100.07	3,177.55	3,256.93	3,338.40	3,421.95	3,507.57	3,577.77
		Annual	33,702.24	34,544.64	35,407.84	36,293.92	37,200.80	38,130.56	39,083.20	40,060.80	41,063.36	42,090.88	42,933.28
	14.0	Hourly	16.608	17.023	17.449	17.885	18.332	18.790	19.260	19.742	20.236	20.742	21.157
		Bi-Weekly	1,328.64	1,361.84	1,395.92	1,430.80	1,466.56	1,503.20	1,540.80	1,579.36	1,618.88	1,659.36	1,692.56
		Monthly	2,878.72	2,950.65	3,024.49	3,100.07	3,177.55	3,256.93	3,338.40	3,421.95	3,507.57	3,595.28	3,667.21
		Annual	34,544.64	35,407.84	36,293.92	37,200.80	38,130.56	39,083.20	40,060.80	41,063.36	42,090.88	43,143.36	44,006.56

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE August 28, 2017

POSITION	SALARY RANGE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
	14.5	Hourly	17.023	17.449	17.885	18.332	18.790	19.260	19.742	20.236	20.742	21.261	21.686
		Bi-Weekly	1,361.84	1,395.92	1,430.80	1,466.56	1,503.20	1,540.80	1,579.36	1,618.88	1,659.36	1,700.88	1,734.88
		Monthly	2,950.65	3,024.49	3,100.07	3,177.55	3,256.93	3,338.40	3,421.95	3,507.57	3,595.28	3,685.24	3,758.91
		Annual	35,407.84	36,293.92	37,200.80	38,130.56	39,083.20	40,060.80	41,063.36	42,090.88	43,143.36	44,222.88	45,106.88
	15.0	Hourly	17.449	17.885	18.332	18.790	19.260	19.742	20.236	20.742	21.261	21.793	22.229
		Bi-Weekly	1,395.92	1,430.80	1,466.56	1,503.20	1,540.80	1,579.36	1,618.88	1,659.36	1,700.88	1,743.44	1,778.32
		Monthly	3,024.49	3,100.07	3,177.55	3,256.93	3,338.40	3,421.95	3,507.57	3,595.28	3,685.24	3,777.45	3,853.03
		Annual	36,293.92	37,200.80	38,130.56	39,083.20	40,060.80	41,063.36	42,090.88	43,143.36	44,222.88	45,329.44	46,236.32
	15.5	Hourly	17.885	18.332	18.790	19.260	19.742	20.236	20.742	21.261	21.793	22.338	22.785
		Bi-Weekly	1,430.80	1,466.56	1,503.20	1,540.80	1,579.36	1,618.88	1,659.36	1,700.88	1,743.44	1,787.04	1,822.80
		Monthly	3,100.07	3,177.55	3,256.93	3,338.40	3,421.95	3,507.57	3,595.28	3,685.24	3,777.45	3,871.92	3,949.40
		Annual	37,200.80	38,130.56	39,083.20	40,060.80	41,063.36	42,090.88	43,143.36	44,222.88	45,329.44	46,463.04	47,392.80
	16.0	Hourly	18.332	18.790	19.260	19.742	20.236	20.742	21.261	21.793	22.338	22.896	23.354
		Bi-Weekly	1,466.56	1,503.20	1,540.80	1,579.36	1,618.88	1,659.36	1,700.88	1,743.44	1,787.04	1,831.68	1,868.32
		Monthly	3,177.55	3,256.93	3,338.40	3,421.95	3,507.57	3,595.28	3,685.24	3,777.45	3,871.92	3,968.64	4,048.03
		Annual	38,130.56	39,083.20	40,060.80	41,063.36	42,090.88	43,143.36	44,222.88	45,329.44	46,463.04	47,623.68	48,576.32
	16.5	Hourly	18.790	19.260	19.742	20.236	20.742	21.261	21.793	22.338	22.896	23.468	23.937
		Bi-Weekly	1,503.20	1,540.80	1,579.36	1,618.88	1,659.36	1,700.88	1,743.44	1,787.04	1,831.68	1,877.44	1,914.96
		Monthly	3,256.93	3,338.40	3,421.95	3,507.57	3,595.28	3,685.24	3,777.45	3,871.92	3,968.64	4,067.79	4,149.08
		Annual	39,083.20	40,060.80	41,063.36	42,090.88	43,143.36	44,222.88	45,329.44	46,463.04	47,623.68	48,813.44	49,788.96
	17.0	Hourly	19.260	19.742	20.236	20.742	21.261	21.793	22.338	22.896	23.468	24.055	24.536
		Bi-Weekly	1,540.80	1,579.36	1,618.88	1,659.36	1,700.88	1,743.44	1,787.04	1,831.68	1,877.44	1,924.40	1,962.88
		Monthly	3,338.40	3,421.95	3,507.57	3,595.28	3,685.24	3,777.45	3,871.92	3,968.64	4,067.79	4,169.53	4,252.91
		Annual	40,060.80	41,063.36	42,090.88	43,143.36	44,222.88	45,329.44	46,463.04	47,623.68	48,813.44	50,034.40	51,034.88
HHW Maintenance Worker I	17.5	Hourly	19.742	20.236	20.742	21.261	21.793	22.338	22.896	23.468	24.055	24.656	25.149
		Bi-Weekly	1,579.36	1,618.88	1,659.36	1,700.88	1,743.44	1,787.04	1,831.68	1,877.44	1,924.40	1,972.48	2,011.92
		Monthly	3,421.95	3,507.57	3,595.28	3,685.24	3,777.45	3,871.92	3,968.64	4,067.79	4,169.53	4,273.71	4,359.16
		Annual	41,063.36	42,090.88	43,143.36	44,222.88	45,329.44	46,463.04	47,623.68	48,813.44	50,034.40	51,284.48	52,309.92
	18.0	Hourly	20.236	20.742	21.261	21.793	22.338	22.896	23.468	24.055	24.656	25.272	25.777
		Bi-Weekly	1,618.88	1,659.36	1,700.88	1,743.44	1,787.04	1,831.68	1,877.44	1,924.40	1,972.48	2,021.76	2,062.16
		Monthly	3,507.57	3,595.28	3,685.24	3,777.45	3,871.92	3,968.64	4,067.79	4,169.53	4,273.71	4,380.48	4,468.01
		Annual	42,090.88	43,143.36	44,222.88	45,329.44	46,463.04	47,623.68	48,813.44	50,034.40	51,284.48	52,565.76	53,616.16
Diversion Driver	18.5	Hourly	20.742	21.261	21.793	22.338	22.896	23.468	24.055	24.656	25.272	25.904	26.422
		Bi-Weekly	1,659.36	1,700.88	1,743.44	1,787.04	1,831.68	1,877.44	1,924.40	1,972.48	2,021.76	2,072.32	2,113.76
		Monthly	3,595.28	3,685.24	3,777.45	3,871.92	3,968.64	4,067.79	4,169.53	4,273.71	4,380.48	4,490.03	4,579.81
		Annual	43,143.36	44,222.88	45,329.44	46,463.04	47,623.68	48,813.44	50,034.40	51,284.48	52,565.76	53,880.32	54,957.76

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE August 28, 2017

POSITION	SALARY RANGE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
	19.0	Hourly	21.261	21.793	22.338	22.896	23.468	24.055	24.656	25.272	25.904	26.552	27.083
		Bi-Weekly	1,700.88	1,743.44	1,787.04	1,831.68	1,877.44	1,924.40	1,972.48	2,021.76	2,072.32	2,124.16	2,166.64
		Monthly	3,685.24	3,777.45	3,871.92	3,968.64	4,067.79	4,169.53	4,273.71	4,380.48	4,490.03	4,602.35	4,694.39
		Annual	44,222.88	45,329.44	46,463.04	47,623.68	48,813.44	50,034.40	51,284.48	52,565.76	53,880.32	55,228.16	56,332.64
HHW Maintenance Worker II Scalehouse Cashier	19.5	Hourly	21.793	22.338	22.896	23.468	24.055	24.656	25.272	25.904	26.552	27.216	27.760
		Bi-Weekly	1,743.44	1,787.04	1,831.68	1,877.44	1,924.40	1,972.48	2,021.76	2,072.32	2,124.16	2,177.28	2,220.80
		Monthly	3,777.45	3,871.92	3,968.64	4,067.79	4,169.53	4,273.71	4,380.48	4,490.03	4,602.35	4,717.44	4,811.73
		Annual	45,329.44	46,463.04	47,623.68	48,813.44	50,034.40	51,284.48	52,565.76	53,880.32	55,228.16	56,609.28	57,740.80
Administrative Assistant I	20.0	Hourly	22.338	22.896	23.468	24.055	24.656	25.272	25.904	26.552	27.216	27.896	28.454
		Bi-Weekly	1,787.04	1,831.68	1,877.44	1,924.40	1,972.48	2,021.76	2,072.32	2,124.16	2,177.28	2,231.68	2,276.32
		Monthly	3,871.92	3,968.64	4,067.79	4,169.53	4,273.71	4,380.48	4,490.03	4,602.35	4,717.44	4,835.31	4,932.03
		Annual	46,463.04	47,623.68	48,813.44	50,034.40	51,284.48	52,565.76	53,880.32	55,228.16	56,609.28	58,023.68	59,184.32
	20.5	Hourly	22.896	23.468	24.055	24.656	25.272	25.904	26.552	27.216	27.896	28.593	29.165
		Bi-Weekly	1,831.68	1,877.44	1,924.40	1,972.48	2,021.76	2,072.32	2,124.16	2,177.28	2,231.68	2,287.44	2,333.20
		Monthly	3,968.64	4,067.79	4,169.53	4,273.71	4,380.48	4,490.03	4,602.35	4,717.44	4,835.31	4,956.12	5,055.27
		Annual	47,623.68	48,813.44	50,034.40	51,284.48	52,565.76	53,880.32	55,228.16	56,609.28	58,023.68	59,473.44	60,663.20
Equipment Operator/Driver Heavy Equipment Operator	21.0	Hourly	23.468	24.055	24.656	25.272	25.904	26.552	27.216	27.896	28.593	29.308	29.894
		Bi-Weekly	1,877.44	1,924.40	1,972.48	2,021.76	2,072.32	2,124.16	2,177.28	2,231.68	2,287.44	2,344.64	2,391.52
		Monthly	4,067.79	4,169.53	4,273.71	4,380.48	4,490.03	4,602.35	4,717.44	4,835.31	4,956.12	5,080.05	5,181.63
		Annual	48,813.44	50,034.40	51,284.48	52,565.76	53,880.32	55,228.16	56,609.28	58,023.68	59,473.44	60,960.64	62,179.52
	21.5	Hourly	24.055	24.656	25.272	25.904	26.552	27.216	27.896	28.593	29.308	30.041	30.642
		Bi-Weekly	1,924.40	1,972.48	2,021.76	2,072.32	2,124.16	2,177.28	2,231.68	2,287.44	2,344.64	2,403.28	2,451.36
		Monthly	4,169.53	4,273.71	4,380.48	4,490.03	4,602.35	4,717.44	4,835.31	4,956.12	5,080.05	5,207.11	5,311.28
		Annual	50,034.40	51,284.48	52,565.76	53,880.32	55,228.16	56,609.28	58,023.68	59,473.44	60,960.64	62,485.28	63,735.36
Administrative Assistant II	22.0	Hourly	24.656	25.272	25.904	26.552	27.216	27.896	28.593	29.308	30.041	30.792	31.408
		Bi-Weekly	1,972.48	2,021.76	2,072.32	2,124.16	2,177.28	2,231.68	2,287.44	2,344.64	2,403.28	2,463.36	2,512.64
		Monthly	4,273.71	4,380.48	4,490.03	4,602.35	4,717.44	4,835.31	4,956.12	5,080.05	5,207.11	5,337.28	5,444.05
		Annual	51,284.48	52,565.76	53,880.32	55,228.16	56,609.28	58,023.68	59,473.44	60,960.64	62,485.28	64,047.36	65,328.64
	22.5	Hourly	25.272	25.904	26.552	27.216	27.896	28.593	29.308	30.041	30.792	31.562	32.193
		Bi-Weekly	2,021.76	2,072.32	2,124.16	2,177.28	2,231.68	2,287.44	2,344.64	2,403.28	2,463.36	2,524.96	2,575.44
		Monthly	4,380.48	4,490.03	4,602.35	4,717.44	4,835.31	4,956.12	5,080.05	5,207.11	5,337.28	5,470.75	5,580.12
		Annual	52,565.76	53,880.32	55,228.16	56,609.28	58,023.68	59,473.44	60,960.64	62,485.28	64,047.36	65,648.96	66,961.44
Accounting Technician I Equipment Operator Lead Heavy Equipment Operator Lead Resource Recovery Tech I Solid Waste Technician I	23.0	Hourly	25.904	26.552	27.216	27.896	28.593	29.308	30.041	30.792	31.562	32.351	32.998
		Bi-Weekly	2,072.32	2,124.16	2,177.28	2,231.68	2,287.44	2,344.64	2,403.28	2,463.36	2,524.96	2,588.08	2,639.84
		Monthly	4,490.03	4,602.35	4,717.44	4,835.31	4,956.12	5,080.05	5,207.11	5,337.28	5,470.75	5,607.51	5,719.65
		Annual	53,880.32	55,228.16	56,609.28	58,023.68	59,473.44	60,960.64	62,485.28	64,047.36	65,648.96	67,290.08	68,635.84

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE August 28, 2017

POSITION	SALARY RANGE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
	23.5	Hourly	26.552	27.216	27.896	28.593	29.308	30.041	30.792	31.562	32.351	33.160	33.823
		Bi-Weekly	2,124.16	2,177.28	2,231.68	2,287.44	2,344.64	2,403.28	2,463.36	2,524.96	2,588.08	2,652.80	2,705.84
		Monthly	4,602.35	4,717.44	4,835.31	4,956.12	5,080.05	5,207.11	5,337.28	5,470.75	5,607.51	5,747.73	5,862.65
		Annual	55,228.16	56,609.28	58,023.68	59,473.44	60,960.64	62,485.28	64,047.36	65,648.96	67,290.08	68,972.80	70,351.84
	24.0	Hourly	27.216	27.896	28.593	29.308	30.041	30.792	31.562	32.351	33.160	33.989	34.669
		Bi-Weekly	2,177.28	2,231.68	2,287.44	2,344.64	2,403.28	2,463.36	2,524.96	2,588.08	2,652.80	2,719.12	2,773.52
		Monthly	4,717.44	4,835.31	4,956.12	5,080.05	5,207.11	5,337.28	5,470.75	5,607.51	5,747.73	5,891.43	6,009.29
		Annual	56,609.28	58,023.68	59,473.44	60,960.64	62,485.28	64,047.36	65,648.96	67,290.08	68,972.80	70,697.12	72,111.52
HHW Technician	24.5	Hourly	27.896	28.593	29.308	30.041	30.792	31.562	32.351	33.160	33.989	34.839	35.536
		Bi-Weekly	2,231.68	2,287.44	2,344.64	2,403.28	2,463.36	2,524.96	2,588.08	2,652.80	2,719.12	2,787.12	2,842.88
		Monthly	4,835.31	4,956.12	5,080.05	5,207.11	5,337.28	5,470.75	5,607.51	5,747.73	5,891.43	6,038.76	6,159.57
		Annual	58,023.68	59,473.44	60,960.64	62,485.28	64,047.36	65,648.96	67,290.08	68,972.80	70,697.12	72,465.12	73,914.88
Accounting Technician II Resource Recovery Tech II Solid Waste Technician II	25.0	Hourly	28.593	29.308	30.041	30.792	31.562	32.351	33.160	33.989	34.839	35.710	36.424
		Bi-Weekly	2,287.44	2,344.64	2,403.28	2,463.36	2,524.96	2,588.08	2,652.80	2,719.12	2,787.12	2,856.80	2,913.92
		Monthly	4,956.12	5,080.05	5,207.11	5,337.28	5,470.75	5,607.51	5,747.73	5,891.43	6,038.76	6,189.73	6,313.49
		Annual	59,473.44	60,960.64	62,485.28	64,047.36	65,648.96	67,290.08	68,972.80	70,697.12	72,465.12	74,276.80	75,761.92
Clerk of the Board	25.5	Hourly	29.308	30.041	30.792	31.562	32.351	33.160	33.989	34.839	35.710	36.603	37.335
		Bi-Weekly	2,344.64	2,403.28	2,463.36	2,524.96	2,588.08	2,652.80	2,719.12	2,787.12	2,856.80	2,928.24	2,986.80
		Monthly	5,080.05	5,207.11	5,337.28	5,470.75	5,607.51	5,747.73	5,891.43	6,038.76	6,189.73	6,344.52	6,471.40
		Annual	60,960.64	62,485.28	64,047.36	65,648.96	67,290.08	68,972.80	70,697.12	72,465.12	74,276.80	76,134.24	77,656.80
	26.0	Hourly	30.041	30.792	31.562	32.351	33.160	33.989	34.839	35.710	36.603	37.518	38.268
		Bi-Weekly	2,403.28	2,463.36	2,524.96	2,588.08	2,652.80	2,719.12	2,787.12	2,856.80	2,928.24	3,001.44	3,061.44
		Monthly	5,207.11	5,337.28	5,470.75	5,607.51	5,747.73	5,891.43	6,038.76	6,189.73	6,344.52	6,503.12	6,633.12
		Annual	62,485.28	64,047.36	65,648.96	67,290.08	68,972.80	70,697.12	72,465.12	74,276.80	76,134.24	78,037.44	79,597.44
	26.5	Hourly	30.792	31.562	32.351	33.160	33.989	34.839	35.710	36.603	37.518	38.456	39.225
		Bi-Weekly	2,463.36	2,524.96	2,588.08	2,652.80	2,719.12	2,787.12	2,856.80	2,928.24	3,001.44	3,076.48	3,138.00
		Monthly	5,337.28	5,470.75	5,607.51	5,747.73	5,891.43	6,038.76	6,189.73	6,344.52	6,503.12	6,665.71	6,799.00
		Annual	64,047.36	65,648.96	67,290.08	68,972.80	70,697.12	72,465.12	74,276.80	76,134.24	78,037.44	79,988.48	81,588.00
	27.0	Hourly	31.562	32.351	33.160	33.989	34.839	35.710	36.603	37.518	38.456	39.417	40.205
		Bi-Weekly	2,524.96	2,588.08	2,652.80	2,719.12	2,787.12	2,856.80	2,928.24	3,001.44	3,076.48	3,153.36	3,216.40
		Monthly	5,470.75	5,607.51	5,747.73	5,891.43	6,038.76	6,189.73	6,344.52	6,503.12	6,665.71	6,832.28	6,968.87
		Annual	65,648.96	67,290.08	68,972.80	70,697.12	72,465.12	74,276.80	76,134.24	78,037.44	79,988.48	81,987.36	83,626.40
	27.5	Hourly	32.351	33.160	33.989	34.839	35.710	36.603	37.518	38.456	39.417	40.402	41.210
		Bi-Weekly	2,588.08	2,652.80	2,719.12	2,787.12	2,856.80	2,928.24	3,001.44	3,076.48	3,153.36	3,232.16	3,296.80
		Monthly	5,607.51	5,747.73	5,891.43	6,038.76	6,189.73	6,344.52	6,503.12	6,665.71	6,832.28	7,003.01	7,143.07
		Annual	67,290.08	68,972.80	70,697.12	72,465.12	74,276.80	76,134.24	78,037.44	79,988.48	81,987.36	84,036.16	85,716.80

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE August 28, 2017

POSITION	SALARY RANGE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
	28.0	Hourly	33.160	33.989	34.839	35.710	36.603	37.518	38.456	39.417	40.402	41.412	42.240
		Bi-Weekly	2,652.80	2,719.12	2,787.12	2,856.80	2,928.24	3,001.44	3,076.48	3,153.36	3,232.16	3,312.96	3,379.20
		Monthly	5,747.73	5,891.43	6,038.76	6,189.73	6,344.52	6,503.12	6,665.71	6,832.28	7,003.01	7,178.08	7,321.60
		Annual	68,972.80	70,697.12	72,465.12	74,276.80	76,134.24	78,037.44	79,988.48	81,987.36	84,036.16	86,136.96	87,859.20
	28.5	Hourly	33.989	34.839	35.710	36.603	37.518	38.456	39.417	40.402	41.412	42.447	43.296
		Bi-Weekly	2,719.12	2,787.12	2,856.80	2,928.24	3,001.44	3,076.48	3,153.36	3,232.16	3,312.96	3,395.76	3,463.68
		Monthly	5,891.43	6,038.76	6,189.73	6,344.52	6,503.12	6,665.71	6,832.28	7,003.01	7,178.08	7,357.48	7,504.64
		Annual	70,697.12	72,465.12	74,276.80	76,134.24	78,037.44	79,988.48	81,987.36	84,036.16	86,136.96	88,289.76	90,055.68
	29.0	Hourly	34.839	35.710	36.603	37.518	38.456	39.417	40.402	41.412	42.447	43.508	44.378
		Bi-Weekly	2,787.12	2,856.80	2,928.24	3,001.44	3,076.48	3,153.36	3,232.16	3,312.96	3,395.76	3,480.64	3,550.24
		Monthly	6,038.76	6,189.73	6,344.52	6,503.12	6,665.71	6,832.28	7,003.01	7,178.08	7,357.48	7,541.39	7,692.19
		Annual	72,465.12	74,276.80	76,134.24	78,037.44	79,988.48	81,987.36	84,036.16	86,136.96	88,289.76	90,496.64	92,306.24
Accountant Business Services Supervisor Contracts & Grants Analyst Field Operations Supervisor I Human Resources Supervisor Recycling Coordinator	29.5	Hourly	35.710	36.603	37.518	38.456	39.417	40.402	41.412	42.447	43.508	44.596	45.488
		Bi-Weekly	2,856.80	2,928.24	3,001.44	3,076.48	3,153.36	3,232.16	3,312.96	3,395.76	3,480.64	3,567.68	3,639.04
		Monthly	6,189.73	6,344.52	6,503.12	6,665.71	6,832.28	7,003.01	7,178.08	7,357.48	7,541.39	7,729.97	7,884.59
		Annual	74,276.80	76,134.24	78,037.44	79,988.48	81,987.36	84,036.16	86,136.96	88,289.76	90,496.64	92,759.68	94,615.04
	30.0	Hourly	36.603	37.518	38.456	39.417	40.402	41.412	42.447	43.508	44.596	45.711	46.625
		Bi-Weekly	2,928.24	3,001.44	3,076.48	3,153.36	3,232.16	3,312.96	3,395.76	3,480.64	3,567.68	3,656.88	3,730.00
		Monthly	6,344.52	6,503.12	6,665.71	6,832.28	7,003.01	7,178.08	7,357.48	7,541.39	7,729.97	7,923.24	8,081.67
		Annual	76,134.24	78,037.44	79,988.48	81,987.36	84,036.16	86,136.96	88,289.76	90,496.64	92,759.68	95,078.88	96,980.00
	30.5	Hourly	37.518	38.456	39.417	40.402	41.412	42.447	43.508	44.596	45.711	46.854	47.791
		Bi-Weekly	3,001.44	3,076.48	3,153.36	3,232.16	3,312.96	3,395.76	3,480.64	3,567.68	3,656.88	3,748.32	3,823.28
		Monthly	6,503.12	6,665.71	6,832.28	7,003.01	7,178.08	7,357.48	7,541.39	7,729.97	7,923.24	8,121.36	8,283.77
		Annual	78,037.44	79,988.48	81,987.36	84,036.16	86,136.96	88,289.76	90,496.64	92,759.68	95,078.88	97,456.32	99,405.28
	31.0	Hourly	38.456	39.417	40.402	41.412	42.447	43.508	44.596	45.711	46.854	48.025	48.986
		Bi-Weekly	3,076.48	3,153.36	3,232.16	3,312.96	3,395.76	3,480.64	3,567.68	3,656.88	3,748.32	3,842.00	3,918.88
		Monthly	6,665.71	6,832.28	7,003.01	7,178.08	7,357.48	7,541.39	7,729.97	7,923.24	8,121.36	8,324.33	8,490.91
		Annual	79,988.48	81,987.36	84,036.16	86,136.96	88,289.76	90,496.64	92,759.68	95,078.88	97,456.32	99,892.00	101,890.88
	31.5	Hourly	39.417	40.402	41.412	42.447	43.508	44.596	45.711	46.854	48.025	49.226	50.211
		Bi-Weekly	3,153.36	3,232.16	3,312.96	3,395.76	3,480.64	3,567.68	3,656.88	3,748.32	3,842.00	3,938.08	4,016.88
		Monthly	6,832.28	7,003.01	7,178.08	7,357.48	7,541.39	7,729.97	7,923.24	8,121.36	8,324.33	8,532.51	8,703.24
		Annual	81,987.36	84,036.16	86,136.96	88,289.76	90,496.64	92,759.68	95,078.88	97,456.32	99,892.00	102,390.08	104,438.88

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE August 28, 2017

POSITION	SALARY RANGE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
32.0	Hourly		40.402	41.412	42.447	43.508	44.596	45.711	46.854	48.025	49.226	50.457	51.466
	Bi-Weekly		3,232.16	3,312.96	3,395.76	3,480.64	3,567.68	3,656.88	3,748.32	3,842.00	3,938.08	4,036.56	4,117.28
	Monthly		7,003.01	7,178.08	7,357.48	7,541.39	7,729.97	7,923.24	8,121.36	8,324.33	8,532.51	8,745.88	8,920.77
	Annual		84,036.16	86,136.96	88,289.76	90,496.64	92,759.68	95,078.88	97,456.32	99,892.00	102,390.08	104,950.56	107,049.28
32.5	Hourly		41.412	42.447	43.508	44.596	45.711	46.854	48.025	49.226	50.457	51.718	52.752
	Bi-Weekly		3,312.96	3,395.76	3,480.64	3,567.68	3,656.88	3,748.32	3,842.00	3,938.08	4,036.56	4,137.44	4,220.16
	Monthly		7,178.08	7,357.48	7,541.39	7,729.97	7,923.24	8,121.36	8,324.33	8,532.51	8,745.88	8,964.45	9,143.68
	Annual		86,136.96	88,289.76	90,496.64	92,759.68	95,078.88	97,456.32	99,892.00	102,390.08	104,950.56	107,573.44	109,724.16
33.0	Hourly		42.447	43.508	44.596	45.711	46.854	48.025	49.226	50.457	51.718	53.011	54.071
	Bi-Weekly		3,395.76	3,480.64	3,567.68	3,656.88	3,748.32	3,842.00	3,938.08	4,036.56	4,137.44	4,240.88	4,325.68
	Monthly		7,357.48	7,541.39	7,729.97	7,923.24	8,121.36	8,324.33	8,532.51	8,745.88	8,964.45	9,188.57	9,372.31
	Annual		88,289.76	90,496.64	92,759.68	95,078.88	97,456.32	99,892.00	102,390.08	104,950.56	107,573.44	110,262.88	112,467.68
33.5	Hourly		43.508	44.596	45.711	46.854	48.025	49.226	50.457	51.718	53.011	54.336	55.423
	Bi-Weekly		3,480.64	3,567.68	3,656.88	3,748.32	3,842.00	3,938.08	4,036.56	4,137.44	4,240.88	4,346.88	4,433.84
	Monthly		7,541.39	7,729.97	7,923.24	8,121.36	8,324.33	8,532.51	8,745.88	8,964.45	9,188.57	9,418.24	9,606.65
	Annual		90,496.64	92,759.68	95,078.88	97,456.32	99,892.00	102,390.08	104,950.56	107,573.44	110,262.88	113,018.88	115,279.84
34.0	Hourly		44.596	45.711	46.854	48.025	49.226	50.457	51.718	53.011	54.336	55.694	56.808
	Bi-Weekly		3,567.68	3,656.88	3,748.32	3,842.00	3,938.08	4,036.56	4,137.44	4,240.88	4,346.88	4,455.52	4,544.64
	Monthly		7,729.97	7,923.24	8,121.36	8,324.33	8,532.51	8,745.88	8,964.45	9,188.57	9,418.24	9,653.63	9,846.72
	Annual		92,759.68	95,078.88	97,456.32	99,892.00	102,390.08	104,950.56	107,573.44	110,262.88	113,018.88	115,843.52	118,160.64
34.5	Hourly		45.711	46.854	48.025	49.226	50.457	51.718	53.011	54.336	55.694	57.086	58.228
	Bi-Weekly		3,656.88	3,748.32	3,842.00	3,938.08	4,036.56	4,137.44	4,240.88	4,346.88	4,455.52	4,566.88	4,658.24
	Monthly		7,923.24	8,121.36	8,324.33	8,532.51	8,745.88	8,964.45	9,188.57	9,418.24	9,653.63	9,894.91	10,092.85
	Annual		95,078.88	97,456.32	99,892.00	102,390.08	104,950.56	107,573.44	110,262.88	113,018.88	115,843.52	118,738.88	121,114.24
Engineering and Environmental Compliance Manager Finance and Administration Manager Operations Manager Resource Recovery Manager	35.0	Hourly	46.854	48.025	49.226	50.457	51.718	53.011	54.336	55.694	57.086	58.513	59.683
	Bi-Weekly		3,748.32	3,842.00	3,938.08	4,036.56	4,137.44	4,240.88	4,346.88	4,455.52	4,566.88	4,681.04	4,774.64
	Monthly		8,121.36	8,324.33	8,532.51	8,745.88	8,964.45	9,188.57	9,418.24	9,653.63	9,894.91	10,142.25	10,345.05
	Annual		97,456.32	99,892.00	102,390.08	104,950.56	107,573.44	110,262.88	113,018.88	115,843.52	118,738.88	121,707.04	124,140.64
35.5	Hourly		48.025	49.226	50.457	51.718	53.011	54.336	55.694	57.086	58.513	59.976	61.176
	Bi-Weekly		3,842.00	3,938.08	4,036.56	4,137.44	4,240.88	4,346.88	4,455.52	4,566.88	4,681.04	4,798.08	4,894.08
	Monthly		8,324.33	8,532.51	8,745.88	8,964.45	9,188.57	9,418.24	9,653.63	9,894.91	10,142.25	10,395.84	10,603.84
	Annual		99,892.00	102,390.08	104,950.56	107,573.44	110,262.88	113,018.88	115,843.52	118,738.88	121,707.04	124,750.08	127,246.08
36.0	Hourly		49.226	50.457	51.718	53.011	54.336	55.694	57.086	58.513	59.976	61.475	62.705
	Bi-Weekly		3,938.08	4,036.56	4,137.44	4,240.88	4,346.88	4,455.52	4,566.88	4,681.04	4,798.08	4,918.00	5,016.40
	Monthly		8,532.51	8,745.88	8,964.45	9,188.57	9,418.24	9,653.63	9,894.91	10,142.25	10,395.84	10,655.67	10,868.87
	Annual		102,390.08	104,950.56	107,573.44	110,262.88	113,018.88	115,843.52	118,738.88	121,707.04	124,750.08	127,868.00	130,426.40

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE August 28, 2017

POSITION	SALARY RANGE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
	36.5	Hourly	50.457	51.718	53.011	54.336	55.694	57.086	58.513	59.976	61.475	63.012	64.272
		Bi-Weekly	4,036.56	4,137.44	4,240.88	4,346.88	4,455.52	4,566.88	4,681.04	4,798.08	4,918.00	5,040.96	5,141.76
		Monthly	8,745.88	8,964.45	9,188.57	9,418.24	9,653.63	9,894.91	10,142.25	10,395.84	10,655.67	10,922.08	11,140.48
		Annual	104,950.56	107,573.44	110,262.88	113,018.88	115,843.52	118,738.88	121,707.04	124,750.08	127,868.00	131,064.96	133,685.76
Assistant General Manager	37.0	Hourly	51.718	53.011	54.336	55.694	57.086	58.513	59.976	61.475	63.012	64.587	65.879
		Bi-Weekly	4,137.44	4,240.88	4,346.88	4,455.52	4,566.88	4,681.04	4,798.08	4,918.00	5,040.96	5,166.96	5,270.32
		Monthly	8,964.45	9,188.57	9,418.24	9,653.63	9,894.91	10,142.25	10,395.84	10,655.67	10,922.08	11,195.08	11,419.03
		Annual	107,573.44	110,262.88	113,018.88	115,843.52	118,738.88	121,707.04	124,750.08	127,868.00	131,064.96	134,340.96	137,028.32
	37.5	Hourly	53.011	54.336	55.694	57.086	58.513	59.976	61.475	63.012	64.587	66.202	67.526
		Bi-Weekly	4,240.88	4,346.88	4,455.52	4,566.88	4,681.04	4,798.08	4,918.00	5,040.96	5,166.96	5,296.16	5,402.08
		Monthly	9,188.57	9,418.24	9,653.63	9,894.91	10,142.25	10,395.84	10,655.67	10,922.08	11,195.08	11,475.01	11,704.51
		Annual	110,262.88	113,018.88	115,843.52	118,738.88	121,707.04	124,750.08	127,868.00	131,064.96	134,340.96	137,700.16	140,454.08
	38.0	Hourly	54.336	55.694	57.086	58.513	59.976	61.475	63.012	64.587	66.202	67.857	69.214
		Bi-Weekly	4,346.88	4,455.52	4,566.88	4,681.04	4,798.08	4,918.00	5,040.96	5,166.96	5,296.16	5,428.56	5,537.12
		Monthly	9,418.24	9,653.63	9,894.91	10,142.25	10,395.84	10,655.67	10,922.08	11,195.08	11,475.01	11,761.88	11,997.09
		Annual	113,018.88	115,843.52	118,738.88	121,707.04	124,750.08	127,868.00	131,064.96	134,340.96	137,700.16	141,142.56	143,965.12
	38.5	Hourly	55.694	57.086	58.513	59.976	61.475	63.012	64.587	66.202	67.857	69.553	70.944
		Bi-Weekly	4,455.52	4,566.88	4,681.04	4,798.08	4,918.00	5,040.96	5,166.96	5,296.16	5,428.56	5,564.24	5,675.52
		Monthly	9,653.63	9,894.91	10,142.25	10,395.84	10,655.67	10,922.08	11,195.08	11,475.01	11,761.88	12,055.85	12,296.96
		Annual	115,843.52	118,738.88	121,707.04	124,750.08	127,868.00	131,064.96	134,340.96	137,700.16	141,142.56	144,670.24	147,563.52
	39.0	Hourly	57.086	58.513	59.976	61.475	63.012	64.587	66.202	67.857	69.553	71.292	72.718
		Bi-Weekly	4,566.88	4,681.04	4,798.08	4,918.00	5,040.96	5,166.96	5,296.16	5,428.56	5,564.24	5,703.36	5,817.44
		Monthly	9,894.91	10,142.25	10,395.84	10,655.67	10,922.08	11,195.08	11,475.01	11,761.88	12,055.85	12,357.28	12,604.45
		Annual	118,738.88	121,707.04	124,750.08	127,868.00	131,064.96	134,340.96	137,700.16	141,142.56	144,670.24	148,287.36	151,253.44
	39.5	Hourly	58.513	59.976	61.475	63.012	64.587	66.202	67.857	69.553	71.292	73.074	74.535
		Bi-Weekly	4,681.04	4,798.08	4,918.00	5,040.96	5,166.96	5,296.16	5,428.56	5,564.24	5,703.36	5,845.92	5,962.80
		Monthly	10,142.25	10,395.84	10,655.67	10,922.08	11,195.08	11,475.01	11,761.88	12,055.85	12,357.28	12,666.16	12,919.40
		Annual	121,707.04	124,750.08	127,868.00	131,064.96	134,340.96	137,700.16	141,142.56	144,670.24	148,287.36	151,993.92	155,032.80
	40.0	Hourly	59.976	61.475	63.012	64.587	66.202	67.857	69.553	71.292	73.074	74.901	76.399
		Bi-Weekly	4,798.08	4,918.00	5,040.96	5,166.96	5,296.16	5,428.56	5,564.24	5,703.36	5,845.92	5,992.08	6,111.92
		Monthly	10,395.84	10,655.67	10,922.08	11,195.08	11,475.01	11,761.88	12,055.85	12,357.28	12,666.16	12,982.84	13,242.49
		Annual	124,750.08	127,868.00	131,064.96	134,340.96	137,700.16	141,142.56	144,670.24	148,287.36	151,993.92	155,794.08	158,909.92
	40.5	Hourly	61.475	63.012	64.587	66.202	67.857	69.553	71.292	73.074	74.901	76.774	78.309
		Bi-Weekly	4,918.00	5,040.96	5,166.96	5,296.16	5,428.56	5,564.24	5,703.36	5,845.92	5,992.08	6,141.92	6,264.72
		Monthly	10,655.67	10,922.08	11,195.08	11,475.01	11,761.88	12,055.85	12,357.28	12,666.16	12,982.84	13,307.49	13,573.56
		Annual	127,868.00	131,064.96	134,340.96	137,700.16	141,142.56	144,670.24	148,287.36	151,993.92	155,794.08	159,689.92	162,882.72

[illegible]



JOB DESCRIPTION

JOB TITLE:	Finance and Administration Manager	DEPARTMENT:	Finance
REPORTS TO:	General Manager	FLSA STATUS:	Exempt
PREPARED DATE:	September 2004	APPROVED DATE:	October 21, 2004
REVISION DATE:	February 2011		
REVISION DATE:	June 2016		

SUMMARY

Under the direction of the General Manager, plans, organizes, directs and manages the Authority's finance, accounting, purchasing, payroll, budgeting and management information system (MIS) functions, the organizational development efforts, human resources, risk management and administrative support functions; develops and maintains the Authority's financial reporting system; advises and consults on fiscal issues personally or through subordinates; develops and recommends policies to the General Manager, oversees human resources, and risk management. Assists leaders to translate the organizational vision into action. Enhance business performance through a focus on organizational design, alignment, and accountability; culture shift; senior team effectiveness; employee engagement, collaboration and core process.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(Other duties may be assigned.)

Finance and Budgeting - Oversees and directs treasury, budgeting, audit, tax, accounting, purchasing, real estate, long range financial forecasting, and insurance activities for the Authority. Directs and coordinates the establishment of budget programs, tax reporting, cost accounting procedures and statistical and routine reports. Oversees administration of outstanding debt; directs investment of funds; develops and maintains fiscal services and reporting; directs fiscal planning and internal controls; develops fiscal projections; prepares fiscal year budget; oversees collections and disbursement of funds and revenues; analyzes and seeks approval for fund transfers; develops, administers and ensures compliance with revenue sharing and grants; represents the Authority on finance functions to the public, other agencies and the Board of Directors.

Accounting Functions - Liaises with external auditors; develops, maintains and prepares reports on financial records; oversees payroll functions; develops and prepares complex financial reports and statements; ensures proper collection and disbursement of Authority funds.

Procurement Function - Prepares instructions regarding purchasing systems and procedures; develops a system to evaluate vendor quotations that utilizes appropriate negotiation and purchasing techniques to ensure quality, price, delivery, and service; designs, implements,

manages, and monitors procurement reporting systems to meet purchasing requirements; authorizes purchase orders and change notices; reviews purchase order claims and contracts for conformance to Authority policy.

Computerized Information System - Directs the development and utilization of centralized computer and information systems; directs procurement of computer equipment and services directs procedures and computer application systems necessary to maintain proper records and to afford adequate accounting controls and services; appraises the organization's financial position and issues periodic reports on organization's financial stability, liquidity, and growth;

Human Resources - Identifies and administers legal requirements and uniform government reporting regulations affecting human resources functions and ensures policies, procedures, practices, equal employment opportunity and reporting are in compliance; develops recruitment and selection efforts to fill vacancies; conducts or coordinates recruitments, selection and background investigations; administers the employee evaluation system including investigation of problems and complaints; assists the General Manager with employer-employee relations, including compensation and benefit negotiations; maintains the Authority classification and compensation plan; develops and recommends personnel policies and policy revisions to the General Manager; administers employee benefit program; researches and compiles data to prepares analytical, statistical and Board reports, manage payroll, payroll records and reporting; ensures salaries and benefits budgets are expended properly.

Risk Management - Oversees and administers the Authority's risk management, insurance, and worker's compensation programs. Reviews current insurance legislation to determine necessary changes in insurance requirements and coverage. Makes purchasing recommendations and manages various liability, property and specialty insurance policies. Safety Officer duties: provides information and assistance to Safety Committee; develops policies and procedures for loss prevention and risk control; aids and guidance to departments regarding liability, risk issues and contract administration. Oversees administration of worker's compensation insurance program. Assists in development and implementation of safety training programs for compliance with OSHA regulations and other federal, state or local requirements. Reviews Authority request for proposals and contracts for insurance requirements and transference of risk.

General Responsibilities - Prepares proposals and enforces contract provisions related to finance or information technology functions. Evaluates the performance and outcomes of all supervised staff; develops and recommends policies and policy revisions to the General Manager.

SUPERVISORY RESPONSIBILITIES

Directly supervises employees in the Finance Division. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

COMPETENCIES

To perform the job successfully, an individual should demonstrate the following competencies:

Accountability/ Planning/Organizing

Holds self and others accountable for required work output and standards. Ensures that effective controls and contingency plans are in place. Projects/tasks within area of own accountability are completed on time and within budget. Structures his/her department/team in an organized, efficient manner. Co-ordinates team activities to make the best use of individual skills and specialties. Accurately identifies the resources and time scales needed to meet objectives. Puts plans into action effectively. Has contingency plans in place to counter unforeseen developments.

Communication (Oral/Written)

Expresses views in a fluent, clear, logical manner, with enthusiasm and confidence. Communicates openly and honestly, and promotes an open exchange of ideas. Is an effective listener – listens openly without interrupting. Keeps people well informed in respect of key organizational and departmental issues, in a timely manner. Delivers information effectively in a variety of written formats including reports, letters, memos, emails, etc.

Employee Development/Empowerment

Provides challenging assignments so employees can learn through practical experience and making mistakes. Actively assists employees in the identification of their learning and development needs and strategies, for current and future positions. Recognizes and builds upon employees' strengths and abilities. Has a formal, written development plan in place for each direct report. Provides relevant learning opportunities for employees to become highly competent. Organizes and structures work for employees in a way that encourages ownership. Encourages and promotes decision making authority and accountability at all levels. Provides the time, resources and opportunities for employees to undergo identified learning activities. Enables employees to take calculated risks and learn from their mistakes in a non-critical environment.

Financial Management

Demonstrates a broad understanding of financial management principles. Understands the key financial indicators affecting the organization. Accurately estimates project plans and budgets, using cost-benefit thinking. Manages and controls budgets effectively; monitors expenditures rigorously. Identifies cost-effective approaches to business operations without sacrificing quality.

Leadership Skills/Strategic Thinking/Visioning

Establishes unit vision and direction and motivates/inspires team members to follow suit. Believes in self and has a sense of purpose. Has good problem-solving and decision-making skills. Has good communication skills (oral and written). Leads by example, and with confidence and authority; takes charge of difficult situations. Has the courage of his/her convictions, and is not afraid to make difficult or unpopular decisions if necessary. Fosters good morale within the team. Treats others with respect and dignity, and establishes good interpersonal relationships. Makes others feel appreciated, valued and included, and so gains their respect. Demands excellence and recognizes and rewards excellent performance. Constructively criticizes when required, so underperformers are re-motivated to do better. Not afraid to take calculated risks

and learn from mistakes. Embraces and initiates change. Is fair and forthright. Identifies and keeps up to date on key national and international political, economical, social and technological trends that (may) affect the organization. Identifies and acts upon competitive threats and opportunities. Takes a long-term view of organizational issues and priorities. Formulates effective strategies consistent with the vision and mission of the organization. Involves, inspires and energizes others to commit to the vision and translating it into action. Uses the organization's strategies effectively to set realistic yet stretching goals. Develops and refines the vision and strategies to reflect constant and accelerating change. Continually seeks ways to expand and grow the business, and encourages employees to do the same.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Minimum Qualifications

Any combination of education and experience equivalent to a Bachelor's degree from an accredited college or university with a field of concentration in accounting, finance or business and at least five (5) years related experience and/or training of which one year must have been in the public sector and at least two (2) years in management or supervisory level work. A Master's degree in accounting, finance, business or a related field is equivalent to one (1) of experience.

Desirable Qualifications and Knowledge Base

- Principles of public finance and finance administration
- Thorough knowledge of principles and practices of public administration and personnel administration, including analysis, recruitment and selection, classification and compensation, equal employment opportunity, employer-employee relations, Fair Labor Standards Act, progressive disciplinary action, and policy and program development.
- Demonstrates research and evaluation methodologies relative to administrative and personnel services.
- Experience in accomplishing sound customer service practices and procedures.
- Knowledge of employee development and training principles.
- Principles, methods and practices of accounting, auditing and financial record keeping.
- Budget development, administration and expenditure control.
- Laws, rules, ordinances and legislative processes controlling Authority financial functions and reporting.
- Computerized fiscal record keeping and management systems.
- Purchasing methods, policies and procedures.
- Research and evaluation methodologies.
- Contract and grant development and administration.
- Principles of supervision, management and general administration.
- Working knowledge of Microsoft Office and payroll systems.

CERTIFICATES, LICENSES, REGISTRATIONS

- A valid California driver's license is required.
- Must be able to qualify for a corporate surety bond.

OTHER QUALIFICATIONS

Physical Demands - The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to sit. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel and reach with hands and arms. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and ability to adjust focus.

Work Environment - The work environment a typical office setting, however field visits may be required on a periodic basis, which may involve outdoor weather conditions, fumes, airborne particles, loud noise levels, and unpleasant odors. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I acknowledge that I have received, read, and sought clarification of any questions I have about the content of this job description. I further understand that, in order for the Authority to retain necessary flexibility to meet organizational needs, this job description may be modified from time to time.

Employee

Date



JOB DESCRIPTION

JOB TITLE:	Operations Manager	DEPARTMENT:	Field Operations
REPORTS TO:	General Manager/CAO	FLSA STATUS:	Exempt
PREPARED DATE:	August 2012	APPROVED DATE:	September 20, 2012
REVISED DATE:	July 2013		
REVISED DATE:	June 2017		

SUMMARY

Under direction from the General Manager/CAO, coordinates the activities of the Authority's transfer or convenience stations, and Landfills collection facilities including ability to organize, coordinate, and manage field operations functions. Oversees and manages Landfill, Household Hazardous Waste, Scalehouse operations, environmental control systems, and safety programs.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(Other duties may be assigned.)

Waste Management – Manages, organizes, and directs the programs/projects/activities of the operation and administration of the Transfer/Convenience Stations and Landfill facilities. Organizes and manages transfer/convenience stations, and Landfill facilities including on-site assessments for solid waste data. Ensures operations are aligned with organizational goals as related to operations and compliance. Monitors contract administration and projects including contractor performance. Oversees proper compliance with specifications on the use of transfer sties; and ensures proper operations compliance with health and safety codes. Manages the maintenance activities of all HHW, Transfer Station, Scalehouse and Landfill Facilities. Assists with the development of diversion activities and programs. Schedules and completes removal and installation of the Landfill gas collection system to assist with landfill fill sequencing.

Environmental Regulations – Inspects solid waste facilities and environmental control systems to ensure compliance with regulatory laws. Develops and submits reports required by regulatory agencies including RWQCB, MBUAPCD, and CalRecycle. Assists General Manager to implement new regulatory requirements.

Construction Compliance – Oversees and monitors contractor practices to ensure compliance with solid waste regulations, contract agreements, and proper operating practices. Recommends design alterations; provides plan review and comments. Observes and analyzes maintenance and capital improvement projects during construction. Provides construction management assistance with CIP's.

Site Maintenance – Inspects solid waste operations and sites including landfills, transfer stations, household hazardous waste facilities to ensure proper operations, including liners, gas collection, destruction systems, drainage structures, ground water and landfill gas probes and sampling wells, leachate collection, storage and removal and re-injection system. Oversees basic maintenance and repairs of pumps and wells.

Project Management – Recommends in-house repairs and projects to improve overall operations and assist with budget savings. Develops cost estimates and schedules projects. Reviews and comments on environmental reports prepared by consultants and provides recommendations to department manager(s). Schedules and maintains on-going operation meetings with contractors.

Financial - Monitors the financial functions and activities of Transfer/Convenience Stations and Landfill facilities.

Safety- Analyzes department safety data and develops long and short-term strategies to improve adverse accident and injury trends. Assists in the development of safety standards for occupations and jobs within the divisions, including written Occupational Safety & Health Standards. Conducts safety audits of jobs and work environments, which involve hazards and/or potential accidents. Implements appropriate safety suggestions.

General Responsibilities - Prepares proposals and enforces contract provisions related to operations and municipal disposal functions. Develops and administers portions of division budget. Evaluates the performance and outcomes of all supervised staff. Develops and recommends policies and policy revisions to the General Manager.

SUPERVISORY RESPONSIBILITIES

Supervises staff in the Field Operations Division to include scalehouse and household hazardous waste operations. Responsible for the coordination, and evaluation of the transfer stations. Carries out supervisory responsibilities in accordance with the organization's policies, procedures, and applicable laws. Responsibilities include training employees; planning, assigning, and directing work; appraising performance; recommending rewards or discipline of employees; addressing complaints and resolving problems.

COMPETENCIES

To perform the job successfully, an individual should demonstrate the following competencies:

Accountability/ Planning/Organizing

Holds self and others accountable for required work output and standards. Ensures that effective controls and contingency plans are in place. Projects/tasks within area of own accountability are completed on time and within budget. Structures his/her department/team in an organized, efficient manner. Coordinates team activities to make the best use of individual skills and specialties. Accurately identifies the resources and time scales needed to meet objectives. Puts plans into action effectively. Has contingency plans in place to counter unforeseen developments.

Communication (Oral/Written)

Expresses views in a fluent, clear, logical manner, with enthusiasm and confidence. Communicates

openly and honestly, and promotes an open exchange of ideas. Is an effective listener – listens openly without interrupting. Keeps people well informed in respect of key organizational and departmental issues, in a timely manner. Delivers information effectively in a variety of written formats including reports, letters, memos, emails, etc.

Employee Development/Empowerment

Provides challenging assignments so employees can learn through practical experience and making mistakes. Actively assists employees in the identification of their learning and development needs and strategies, for current and future positions. Recognizes and builds upon employees' strengths and abilities. Has a formal, written development plan in place for each direct report. Provides relevant learning opportunities for employees to become highly competent. Organizes and structures work for employees in a way that encourages ownership. Encourages and promotes decision making authority and accountability at all levels. Provides the time, resources and opportunities for employees to undergo identified learning activities. Enables employees to take calculated risks and learn from their mistakes in a non-critical environment.

Risk Management - Oversees and administers the Authority's safety program; Provides information and assistance to Safety Committee; Assists in development and implementation of safety training programs for compliance with OSHA regulations and other federal, state or local requirements.

Safety Officer – Oversees the Authority's internal Safety Committee, evaluates all job site incidents, exposures and accidents, recommends corrective actions to improve employee and customer safety, works directly with Finance and Administration Manager to assure all local, State and Federal safety reporting is filed correctly and on time, and oversees all safety training exercises and activities for Authority staff.

Financial Management

Demonstrates a broad understanding of financial management principles. Understands the key financial indicators affecting the organization. Accurately estimates project plans and budgets, using cost-benefit thinking. Manages and controls budgets effectively; monitors expenditures rigorously. Identifies cost-effective approaches to business operations without sacrificing quality.

Leadership Skills/Strategic Thinking/Visioning

Establishes unit vision and direction and motivates/inspires team members to follow suit. Believes in self and has a sense of purpose. Has good problem-solving and decision-making skills. Has good communication skills (oral and written). Leads by example, and with confidence and authority; takes charge of difficult situations. Has the courage of his/her convictions, and is not afraid to make difficult or unpopular decisions if necessary. Fosters good morale within the team. Treats others with respect and dignity, and establishes good interpersonal relationships. Makes others feel appreciated, valued and included, and so gains their respect. Demands excellence and recognizes and rewards excellent performance. Constructively criticizes when required, so underperformers are re-motivated to do better. Not afraid to take calculated risks and learn from mistakes. Embraces and initiates change. Is fair and forthright. Identifies and keeps up to date on key national and international political, economical, social and technological trends that (may) affect the

organization. Identifies and acts upon competitive threats and opportunities. Takes a long-term view of organizational issues and priorities. Formulates effective strategies consistent with the vision and mission of the organization. Involves, inspires and energizes others to commit to the vision and translating it into action. Uses the organization's strategies effectively to set realistic yet stretching goals. Develops and refines the vision and strategies to reflect constant and accelerating change. Continually seeks ways to expand and grow the business, and encourages employees to do the same.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimum Qualifications

Six (6) years of work experience in public works maintenance, construction, and operations work or a related field, including at least two (2) years in a supervisory position. A High School diploma is required; a Bachelor's Degree from an accredited college or university is preferred. Four years of experience can substitute for college years. Bilingual in English/Spanish desirable.

Desirable Experience and Knowledge Base:

- Principles and practices of general administration including analysis, and fiscal planning and control
- Basic knowledge of engineering and construction principles applicable to the planning, design and construction of Authority facilities.
- Laws, rules, ordinances and legislative process' controlling solid waste management functions, programs and operations.
- Cost estimating and contract administration.
- Employee relations' practices.
- Principles of supervision, management and general administration.
- Familiarity with Occupational Safety & Health Standards
- Spreadsheet software and Word Processing software.
- Apply mathematical concepts to measuring materials and costs
- Reads, understands and interprets engineering plans and specifications.
- Basic knowledge of the principles of solid waste facility operations.
- Knowledge of sound customer service practices and procedures.
- Working knowledge of Microsoft Office and CAD.
- Principles of solid waste facility operations.
- Principles of inspection and construction monitoring.
- Soil mechanics and geology.
- Applicable County, State, and Federal laws, codes, and ordinances related to the proper operation of solid waste management and landfill facilities.
- Methods, materials, tools, and equipment used in the repair and maintenance of solid waste management, landfill, and related public works systems.

- Field and laboratory water and soil testing procedures.
- Utilization of computers and computerized information systems.
- Sound customer service practices and procedures.
- Leachate and groundwater system operations and maintenance.
- Operations of office equipment
- Operation of surveying equipment
- Review construction plans and specifications for feasibility and compliance with local, state, and federal regulations.
- Detect discrepancies between approved specifications and actual construction.
- Read, understand, and interpret laws, rules, regulations, and policies, which impact the operation of landfills and associated facilities.
- Identify malfunctions and problems with landfill systems such as leachate control, groundwater control, storm water run-off and related systems.
- Identify and initiate corrective actions for landfill operations, which are not in compliance with applicable laws, contract agreements, or sound operating principles.
- Oversee basic maintenance and repairs of pumps and wells.
- Collect and analyze or transmit samples of soils, groundwater, surface water, and other landfill materials.
- Collect data and assist with the preparation of comprehensive technical reports.
- Effectively represent Authority policies, programs, and services with employees, contractors, representatives of other agencies, and the public.
- Provide minor construction maintenance

SCALEHOUSE OPERATIONS

- Laws, rules and regulations regarding the weighing of vehicles and use of solid waste landfill facilities.
- Budget development and expenditure control.
- Sound customer service practices and procedures.
- Principles of supervision, training and employee evaluation.
- Recordkeeping procedures.
- Cashiering techniques and practices.
- Safe work practices and procedures.
- Operation of computerized scale and fee computation equipment.
- Plan, organize, and supervise the Authority's scale operation.
- Provide supervision, training, and work evaluations for assigned staff.
- Organize and coordinate accounting functions of the Scale Operations.
- Operate computerized scale and fee computation equipment.
- Gather, organize, evaluate, and analyze a variety of information.
- Direct the preparation and prepare a variety of reports.
- Perform a variety of complex customer service assignments.
- Use a computer and software applications.
- Effectively represent Authority policies, programs, and services with employees, the public, and representatives of other agencies.

CERTIFICATES, LICENSES, REGISTRATIONS

- A valid California driver's license is required. Class A is preferred

- Continued possession of a valid California Driver's license and compliance with established Authority vehicle operation standards, including on-going insurability to drive Authority vehicles, are conditions of employment.
- Possession of a SWANA (Solid Waste Association of North America) Recycling or Transfer station Program Manager and Manager of Landfill Operations Certificate.
- Possession of Hazardous Materials Operator 40 hour certification within one year of hire.

OTHER QUALIFICATIONS

Physical Demands - The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Work is performed both indoors and outdoors in varying temperature, weather and humidity conditions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk; sit; use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is occasionally required to stand and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and distance vision. Employee must be able to wear personal protective equipment including ear and eye protection, respirator. Tyvex or coveralls, gloves, hardhat, rain protection, and steel toe boots.

Work Environment - The work environment includes landfills, convenience stations, transfer stations and household hazardous waste collection facilities with frequent travel between sites. While performing the duties of this job, the employee is occasionally exposed to grease, oils, fumes or airborne chemicals, toxic or caustic chemicals, loud noise levels, moving equipment, electrical current, hazardous waste materials and outdoor weather conditions. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I acknowledge that I have received, read, and sought clarification of any questions I have about the content of this job description. I further understand that, in order for the Authority to retain necessary flexibility to meet organizational needs, this job description may be modified from time to time.

Employee

Date



Job Description

JOB TITLE:	Human Resources Supervisor	DEPARTMENT:	Administration
REPORTS TO:	Finance Manager	FLSA STATUS:	Confidential- Non-Exempt
PREPARED DATE:	June 2017	APPROVED DATE:	

SUMMARY

Under general direction of the Finance Manager, performs a wide variety of highly responsible and confidential tasks connected with Authority payroll and personnel in the areas including recruitment, selection, employee benefits, and payroll administration.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(Other duties and responsibilities may be assigned.)

Payroll – Verify, balance and process payroll in a timely and accurate manner for all Authority employees. Process and maintain all payroll related reports, systems, and files. Review all payroll audit reports and various payroll and personnel documents for accuracy; balance payroll reconciliation and payroll related funds; maintain all payroll schedules. Prepare and balance all quarterly Federal and State reports. Verify, balance and process all year-end reports including payroll reconciliation, worker's compensation audit and issuance of W-2's. Review and oversee data entry of personnel actions in the employee master and electronic file. Review completed timecards for mathematical accuracy, proper pay codes, and general ledger accounts. Monitor and reconcile employee leave usage. Assist employees with individual payroll calculations and payroll related questions. Interpret policies, rules and regulations and respond to inquiries relating to payroll. Perform related duties as assigned.

Human Resources - In collaboration with the Finance Manager, plan and coordinate recruitment vacancies, prepare advertisements and recruitment information; determine and place advertising in appropriate media; review and evaluate applications. Administer and score examinations, analyze results, recommend pass points and establish eligible lists. Administers the employee evaluation system including investigation of problems and complaints. Assist employees and public with personnel information and interpretation of personnel policies and procedures. Assist in development and implementation of personnel policies and procedures. Coordinate and schedule the processing of all newly hired employees; conduct new hire orientation. Responsible for maintenance of confidential personnel files. Perform benefits administration to include claim resolutions, change reporting, approving invoices for payment, and communicating benefit information to employees. Process employees unpaid leave requests and COBRA administration. Coordinate safety meetings and other risk management duties as assigned. Participate in special employee/personnel projects. Maintain records on performance evaluations and merit increases. Maintain Human Resources Information System records and compiles reports from database. Maintain compliance with federal and state regulations concerning employment. Promote and maintain safety in the workplace. May be asked to represent the Authority at special events and attend meetings outside regular work hours and location as required. Perform related duties as assigned.

Organizational Development - Designs and develops Human Resources training programs for management and employees. Develops and maintains instructional programs; develops learning activities, audio-visual materials, instructor guides, and lesson plans. Reviews evaluations of training courses, objectives, and accomplishments. Makes assessments of effectiveness of training in terms of employee accomplishments and performance. Trains employees on Human Resources issues and practices. Consults with management on performance, organizational, and leadership matters. Conducts needs assessments to determine measures required to enhance employee job performance and overall company performance.

Risk Management - Oversees and administers the Authority's worker's compensation. Oversees administration of worker's compensation insurance program.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimum Qualifications

Three (3) years of increasingly responsible administrative, financial or statistical record keeping work experience, including six months experience in personnel, and/or safety and payroll activities, which would provide the required knowledge, skills and abilities. Bilingual English/Spanish is desirable.

SUPERVISORY RESPONSIBILITIES

This position has no direct supervisory responsibilities.

Desirable Experience and Knowledge Base

- General purposes, methods, practices, and procedures of accounting, financial, and statistical record keeping systems.
- Principles and practices of public personnel administration.
- Principles, methods and procedures utilized in recruitment, selection, examination, validations, equal opportunity, training, labor relations, and salary administration.
- Applicable federal and state laws and regulations.
- Payroll development and reporting requirements.
- Sound customer service practices and procedures.
- Office methods, practices, and procedures.
- Correct English usage, spelling, grammar, and punctuation.
- Mathematics.

Ability to:

- Interpret personnel rules, laws and policies.
- Communicate effectively, verbally and in writing.
- Collect, compile and analyze information data.
- Make mathematical calculations quickly and accurately.
- Use a computer and appropriate software to develop and maintain personnel database information.
- Establish and maintain effective working relationships.

CERTIFICATES, LICENSES, REGISTRATIONS

- A valid California driver's license is required.

COMPETENCIES

To perform the job successfully, an individual should demonstrate the following competencies:

Communication (Oral/Written)

Expresses views in a fluent, clear, logical manner, with enthusiasm and confidence. Communicates openly and honestly, and promotes an open exchange of ideas. Is an effective listener – listens openly without interrupting. Keeps people well informed in respect of key organizational and departmental issues, in a timely manner. Delivers information effectively in a variety of written formats including reports, letters, memos, emails, etc.

Cost Consciousness

Does not waste resources. Looks for methods to improve processes that have a positive impact on the bottom line.

Customer Focus/Interpersonal Skills

Seeks to understand the (complex) dynamics of the customer's business. Builds effective customer rapport/relationships and treats them as business partners. Makes customers feel appreciated for their business. Actively seeks and listens to customers' needs, suggestions and feedback. Takes a genuine interest in customers and demonstrates urgency, energy and enthusiasm in satisfying their needs. Is friendly, warm and sincere, and easily approachable. Is tactful, compassionate and sensitive, and treats others with respect and dignity. Is patient and understanding, listens empathetically to others and respects their opinions. Makes others feel appreciated, valued and included, and is considerate of their needs and feelings. Is sensitive to cultural diversity, race, gender, and other individual differences.

Flexibility/Adaptability/Initiative/Proactivity

Is open to new ways of working, ideas and processes. Adapts quickly and effectively to new environments, people, and responsibilities. Readily adapts to stressful situations and factors outside of his/her control. Actively attempts to influence events and instigates action without having to be urged on. Adapts and improves working methods in order to achieve goals. Anticipates and responds to future needs and opportunities and seizes opportunities when they arise. Anticipates problems and pro-actively develops contingency plans accordingly. Keeps current on emerging job-relevant trends and issues.

Functional Expertise

Has the functional competence (skills & knowledge) to be effective in his/her job. Keeps specialist competence up to date with ongoing learning/studying. Actively seeks assignments and other on-the-job opportunities to improve self. Shares competence willingly with others.

Teamwork

Is committed to the team and its goals. Does fair share and is an effective contributor. Fills in for or assists fellow team members when necessary. Develops and maintains productive working relationships within the team. Willingly shares knowledge, skills and job-relevant information. Actively participates in team meetings without monopolizing it or reducing the importance of other team members. Encourages and considers others' ideas, opinions and suggestions. Actively involves self in team activities, and contributes positively towards team spirit and morale. Works effectively in cross-functional project teams (when required).

OTHER QUALIFICATIONS

Physical Demands - The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk and or hear. The employee is frequently required to sit. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel and reach with hands and arms. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and ability to adjust focus.

Work Environment - The work environment a typical office setting, however field visits may be required on a periodic basis, which may involve outdoor weather conditions, fumes, airborne particles, loud noise levels, and unpleasant odors. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

I acknowledge that I have received, read, and sought clarification of any questions I have about the content of this job description. I further understand that, in order for the Authority to retain necessary flexibility to meet organizational needs, this job description may be modified from time to time.

Employee

Date



RESOURCE RECOVERY TEAM PROGRAM DELEGATION

Effective 08/28/2017

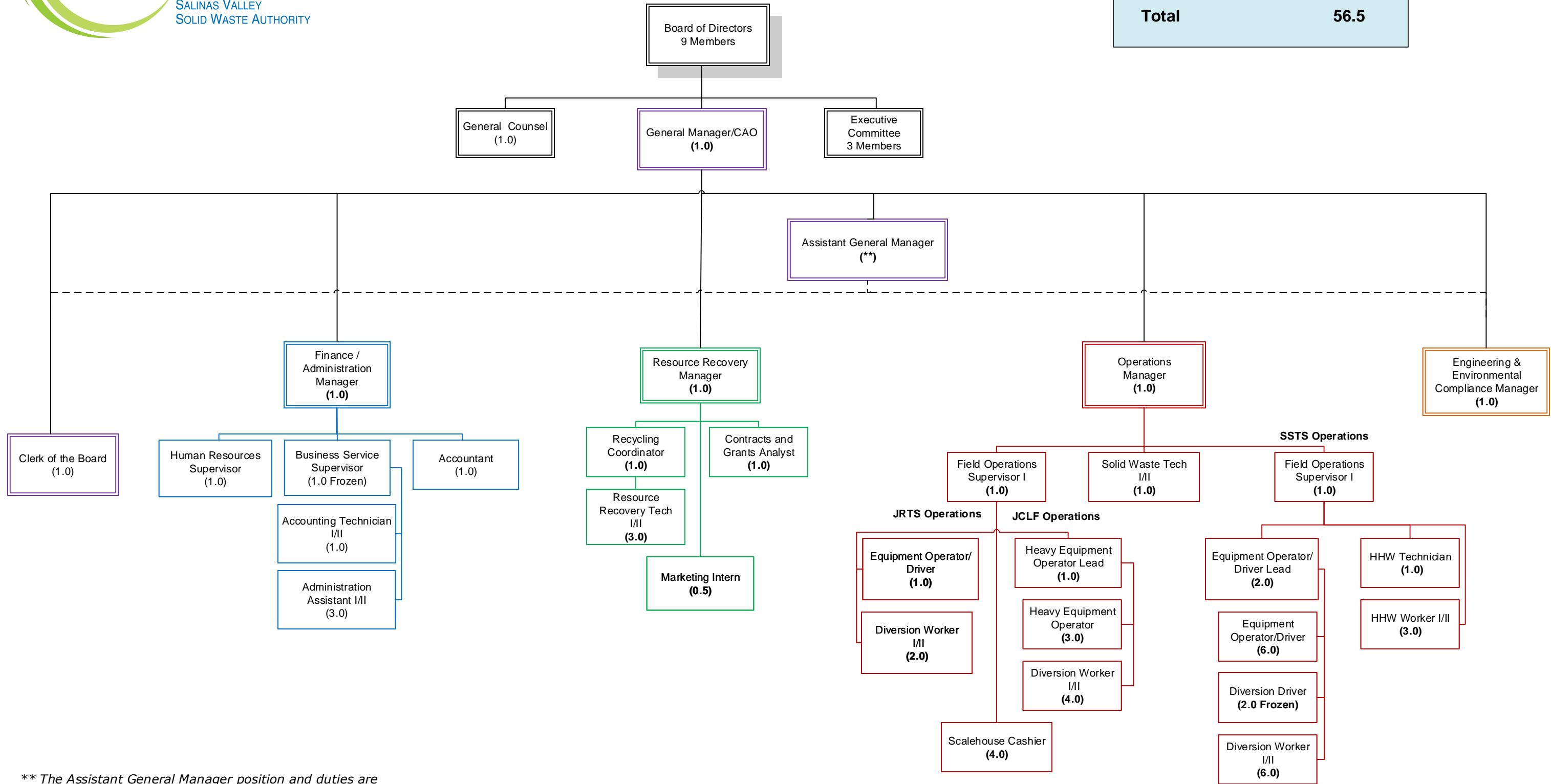
AB 939 PROGRAMS	RR TECH I/II Estela	RR TECH I/II Guille	RR TECH I/II NEW	RECYCLING CORD. Jenny	CONTRACTS/ GRANTS Elia
Regional Agency Electronic Annual Report (EAR) Submittal				X	
Annual Site Visits with CalRecycle				X	
City Government Programs- EPP				X	
Special Events		X (SECONDARY)	X (PRIMARY)		
C&D Programs			X (PRIMARY)	X (SECONDARY)	
SARP (City of Salinas)		X (SECONDARY)	X (PRIMARY)	X (SECONDARY)	
Monthly Coordination Mtg (Salinas, Republic, CalRecycle)				X (PRIMARY)	X (SECONDARY)
Recyclable Materials Bids (metal, plastic, cardboard, etc.)				X	
Mattresses Recycling Program (MRC)				X	
Carpet Recycling Program (CARE)				X	
Electronic Waste Recycling Program				X	
AB 341 PROGRAMS	RR TECH I/II	RR TECH I/II	RR TECH I/II NEW	RECYCLING CORD.	CONTRACTS/ GRANTS
Commercial WA		X (PRIMARY)	X (SECONDARY)		
Commercial Recycling Outreach and Education (presentations, trainings, etc.)		X (PRIMARY)	X (SECONDARY)		
Commercial Recycling Implementation		X (PRIMARY)	X (SECONDARY)		
Tracking AB 341 progress		X (PRIMARY)	X (SECONDARY)	X (SECONDARY)	
AB 1826 PROGRAMS	RR TECH I/II	RR TECH I/II	RR TECH I/II NEW	RECYCLING CORD.	CONTRACTS/ GRANTS
Commercial WM		X (SECONDARY)	X (PRIMARY)		
Commercial Organics Recycling Outreach and Education (presentations, trainings, etc.)		X (SECONDARY)	X (PRIMARY)		
Commercial Organics Recycling Implementation		X (SECONDARY)	X (PRIMARY)		
Tracking AB 1826 progress		X (SECONDARY)	X (PRIMARY)	X (SECONDARY)	
SCHOOL PROGRAMS	RR TECH I/II	RR TECH I/II	RR TECH I/II NEW	RECYCLING CORD.	CONTRACTS/ GRANTS
School WA	X				
School Recycling Outreach and Education (presentations, trainings, etc.)	X				
School Recycling Implementation	X				
Tracking School Program Progress	X (PRIMARY)			X (SECONDARY)	
Wally-Waste-Not Awards	X (PRIMARY)	X (SECONDARY)	X (SECONDARY)	X (SECONDARY)	
Rock Steady Juggling Contract	X (PRIMARY)			X (SECONDARY)	
OUTREACH & EDUCATION	RR TECH I/II	RR TECH I/II	RR TECH I/II NEW	RECYCLING CORD.	CONTRACTS/ GRANTS
CCRM (Treasurer)	X (SECONDARY)			X (PRIMARY)	
El Sol Jardin (Garden)	X (PRIMARY)	X		X	
Composting Workshops	X (PRIMARY)	X (SECONDARY)	X (SECONDARY)	X (SECONDARY)	
Community Events/Boothing	X	X	X	X	
Brochures (Recycling, Composting, HHW)	X	X			
Battery Drop-off List		X			
Labels (Recycling, Composting, Food Scraps)	X		X		
Promotional Items		X	X		
ADMIN/BRANDING	RR TECH I/II	RR TECH I/II	RR TECH I/II NEW	RECYCLING CORD.	CONTRACTS/ GRANTS
Marketing Committee- Chair				X	
Maintain -Update Website, Social Media, etc.	X (SECONDARY)			X (PRIMARY)	
Monthly Recycling Articles				X	
AdManor Contracts				X	
FRANCHISE/CONTRACTS/REPORTING	RR TECH I/II	RR TECH I/II	RR TECH I/II NEW	RECYCLING CORD.	CONTRACTS/ GRANTS
City of Salinas/Republic					X
King City/WM					X
Gon, Sol, Gre/Tri-Cities					X
QDR-BOE					X
Qrtly Tonnage Reports					X
GRANTS	RR TECH I/II	RR TECH I/II	RR TECH I/II NEW	RECYCLING CORD.	CONTRACTS/ GRANTS
Tire Amnesty Grant				X (SECONDARY)	X (PRIMARY)
CCPP Fundings				X (SECONDARY)	X (PRIMARY)
HHW Grant				X (SECONDARY)	X (PRIMARY)
TDA Grant					X
MBRAD or CalRecycle Organics Grants (?)					X



Organizational Chart

Effective Date: August 28, 2017

Finance/Administration	09
Resource Recovery	06.5
Operations	37
Engineering	01
Frozen	03
<hr/>	
Total	56.5



** The Assistant General Manager position and duties are assigned to a Division Manager by the GM. Currently this assignment is being held by the Operations Manager.



Report to the Executive Committee

Date: August 3, 2017
From: Patrick Mathews, General Manager / CAO
Title: Discussion on Future Board Retreat Dates and Facilitation

ITEM NO. 5

N/A

Finance Manager/Controller-Treasurer

N/A

General Counsel

N/A

General Manager/CAO

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



Report to the Executive Committee

Date: August 3, 2017
From: Patrick Mathews, General Manager / CAO
Title: Update on Hazardous Preparedness

ITEM NO. 6

N/A

Finance Manager/Controller-Treasurer

N/A

General Counsel

N/A

General Manager/CAO

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



Report to the Executive Committee

Date: August 3, 2017

From: Patrick Mathews, General Manager / CAO

Title: CalEnviroScreen – Designation on Disadvantage Communities

ITEM NO. 7

N/A

Finance Manager/Controller-Treasurer

N/A

General Counsel

N/A

General Manager/CAO

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

SVR Agenda Items - View Ahead

	Aug	Sep	Oct	Nov	I-Dec	Jan
A						Election of Officers
1	A. Minutes 6/15/17 B. Minutes 724//17	Minutes	Minutes	Minutes	Minutes	Minutes
2	May Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)
3	June Claims/Financials (EC)	Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report
4	Member Agencies Activities Report	Strategic Plan Update	Strategic Plan Update	Strategic Plan Update	Strategic Plan Update	QTE December Cash & Investments
5	Strategic Plan Approval & Update	New FY Grants & CIP Budget (EC)	LTFN EIR Qtrly Update (sp)	3rd Qtr Tonnage & Diversion Report	Annual County Used Oil Report	QTE Dec. Facilities Customer Survey
6	2nd Qtr Tonnage & Diversion Report	The Compost Story	QTE September Cash & Investments	Fund Balance Reserves (EC)	Reserves Allocation (EC)	LTFN EIR Qtrly Update (sp)
7	QTE June Facilities Customer Survey	2016-2017 SVR Annual Report	QTE September Facilities Customer Survey	Audit Report Previous FY (EC)	Audit Report (EC)	Election of Officers
8	C&D Trailer	Policy on Referrals for Future BD Items & Staff Activities (EC)	Annual County Used Oil Report	New Officers Nominating Committee	G/M Evaluation	Board member Public Outreach Participation (sp)
9	Wally-Waste-Not Award	Management and Non- Management MOUs	COI Code updates	G/M Evaluation		Mid-Year Budget Adjustments (EC)
10	Annual Tonnage & Diversion Performance Report		BD/EC Meetings Schedule			4th Qtr Facilities Customer Survey
11	CalEnviroScreen LTFNS (EC)		CAG Annual Report			Annual Employee Survey Results
12	Hazardous Preparedness Update (EC)		Annual Franchise Haulers Performance Rpt			Strategic Plan Update
13	Organizational Change Discussion (EC)					FY 16-17 Budget Direction (EC)
14	Jan 2018 - Retreat Date/Facilitator (EC)					
15						
16						

Consent

Presentation

Consideration

Closed Session

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

(EC) Executive Committee

(sp) Strategic Plan Item