



## AGENDA (Amended) Regular Meeting

### BOARD OF DIRECTORS

August 18, 2022 | 6:00 p.m.

Gonzales City Council Chambers  
117 Fourth Street, Gonzales, California

ZOOM Meeting ID No. 816 9561 0747  
Passcode: 019005

#### Meeting Information

This meeting will be conducted in hybrid in-person/virtual format. While the chamber will be open to maintain appropriate social distance, space is limited. For details on how to observe the meeting or participate virtually read the notice on page 2.

#### CALL TO ORDER

#### PLEDGE OF ALLEGIANCE

#### ROLL CALL

##### **Board Directors**

County: John M. Phillips  
County: Chris Lopez, *President*  
Salinas: Christie Cromeenes, *Vice President*  
Salinas: Kimbley Craig  
Salinas: Anthony Rocha  
Gonzales: Elizabeth Silva  
Soledad: Ben Jimenez, Jr.  
Greenfield: Andrew Tipton, *Alt. Vice President*  
King City: Robert S. Cullen

##### **Alternate Directors**

County: Luis Alejo  
Salinas: Orlando Osornio  
Gonzales: Scott Funk  
Soledad: Carla Strobbridge  
Greenfield: Robert White  
King City: Darlene Acosta

#### TRANSLATION SERVICES AND OTHER MEETING ANNOUNCEMENTS

Translation Services in Spanish will only be available by logging in to Zoom.

Meeting ID: 816 9561 0747 | Passcode: 019005

#### APPROVAL OF AGENDA

#### GENERAL MANAGER/CAO COMMENTS

#### DEPARTMENT MANAGER COMMENTS

#### BOARD DIRECTOR COMMENTS

#### PUBLIC COMMENT

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

#### CONSENT AGENDA:

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

- 1A. [Minutes of the June 16, 2022 Meeting](#)
- 1B. [Minutes of the June 30, 2022 Special Meeting](#)
- 1C. [Minutes of the July 11, 2022 Special Meeting](#)
2. [May 2022 Claims and Financial Report](#)
3. [June 2022 Claims and Financial Report](#)
4. [June 2022 Quarterly Investment Report](#)
5. [Member and Interagency Activities Report for June and July 2022](#)
6. [Tonnage and Diversion Report for the Quarter Ended June 30, 2022](#)
7. [A Resolution Adopting the 2022-2023 Strategic Plan Goals and Priorities, Board Norms, and updates to the Authority's Mission, Vision and Values](#)

8. [A Resolution Making Findings Related to the Continued Existence of a State of Emergency Due to Covid-19 and Re-Authorizing the Conduct of Public Meetings of the Legislative Bodies of the Authority Via Remote teleconferencing for a 30-Day Period Pursuant to the Ralph M. Brown Act as Amended by Assembly Bill No. 361](#)
9. [A Resolution Approving a Diversion Systems Maintenance Worker Job Description](#)
- 10A. [A Resolution Approving a New Memorandum of Understanding with the Non-Management Administration/Finance/Resource Recovery Benefits Committee Unit for Fiscal Years 2022-2023 through 2024-2025](#)
- \* 10B. [A Resolution Approving the Memorandum of Understanding with the At-Will Management Employees for Fiscal Years 2022-2023 through 2024-2025](#)
11. [A Resolution Approving Amendment No. 1 Authorizing a One-Year Extension to the Professional Services Agreement with Blue Strike Environmental for SB 1383 Quarterly Organic Waste Sampling Services in an Amount of \\$26,000](#)
12. [A Resolution Declaring Surplus Property and authorizing the General Manager/CAO to Dispose of Property](#)

## **PRESENTATION**

13. [COMMUNITY-BASED SOCIAL MARKETING TO CREATE FOOD SCRAPS PROGRAM](#)
  - a. Receive Report from Mandy Brooks, Resources Recovery Manager
  - b. Board Discussion
  - c. Public Comment
  - d. Recommended Action – None; Informational Only
14. [ANNUAL TONNAGE AND OPERATIONS REPORT FOR FISCAL YEAR 2021-22](#)
  - a. Receive Report from Cesar Zuñiga, Asst. General Manager/Operations Manager
  - b. Board Discussion
  - c. Public Comment
  - d. Recommended Action – None; Informational Only

## **FUTURE AGENDA ITEMS**

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

## **CLOSED SESSION**

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

16. Pursuant to **Government Code Section 54957.6** to provide instruction to General Manager/CAO Patrick Mathews, General Counsel Roy C. Santos, and Labor Counsel Colin J. Tanner, to negotiate salaries and benefits of Non-management Administration unit, Operating Engineers Local Union No. 3, AFL-CIO, and at-will Management Employees.

## **RECONVENE**

## **ADJOURNMENT**

### **Meeting Information**

In accordance with AB361 and State, County, and local recommendations on protocols to contain the spread of COVID-19, the Board meeting will be conducted in hybrid in-person/virtual format. While the chamber will be open, to maintain appropriate social distance, space will be limited.

To observe the meeting, go to our YouTube channel at <https://www.youtube.com/user/svswa831>.

To participate virtually during the meeting and make a general comment or comments on a specific agenda item as an item is being heard, join the meeting thru Zoom using the link below. Join with computer audio at:

<https://us02web.zoom.us/j/81695610747?pwd=N1lOODc3WTJCUkV6bFlneDJhUnRqQT09>. When ready to make a public comment, click the Raise Hand icon.

To participate by telephone dial any of the numbers listed below and enter the meeting ID number and passcode:

+1 669 900 9128	+1 253 215 8782	+1 346 248 7799
+1 301 715 8592	+ 1 312 626 6799	+ 1 646 558 8656
Enter <b>Meeting ID: 816 9561 0747#</b>		Passcode: <b>019005</b>
To <b>Raise your Hand</b> press <b>*9</b>		To <b>Mute</b> and <b>Unmute</b> yourself press <b>*6</b>

Public comments may also be submitted via e-mail to the Clerk of the Board at [comment@svswa.org](mailto:comment@svswa.org). Comment must be received by 4 p.m. on Thursday, August 18, 2022 and should be limited to 250 words or less. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Comments received via e-mail after 4 p.m. will be made part of the record if received prior to the end of the meeting. To assist the Clerk in identifying the agenda item relating to your public comment please indicate in the Subject Line, the item number (i.e. Item No. 10).

---

This amended agenda was posted at the Administration Office of the Salinas Valley Solid Waste Authority, 128 Sun St., Ste 101, Salinas, on the Gonzales Council Chambers Bulletin Board, 117 Fourth Street, Gonzales, and the Authority's Website on **Monday, August 15, 2022**. The initial agenda was posted on Friday, August 12, 2022. The Salinas Valley Solid Waste Authority Board will next meet in regular session on, **Thursday, September 15, 2022**. Staff reports for the Authority Board meetings are available for review at: ▶ Salinas Valley Solid Waste Authority: 128 Sun Street, Ste. 101, Salinas, CA 93901, Phone 831-775-3000 ▶ Web Site: [www.salinavalleyrecycles.org](http://www.salinavalleyrecycles.org). In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact Erika J. Trujillo, Clerk of the Board at 831-775-3000. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II). Spanish interpretation will be provided at the meeting. *Se proporcionará interpretación a español.*

**MINUTES OF  
THE SALINAS VALLEY SOLID WASTE AUTHORITY  
BOARD MEETING  
JUNE 16, 2022**

This meeting was conducted in hybrid in-person/virtual format in accordance with AB 361.  
In-person location, 117 Fourth Street, Gonzales, CA 93926 | Virtual participation via Zoom.

**CALL TO ORDER**

Vice President Cromeenes called the meeting to order at 6:04 p.m.

**PLEDGE OF ALLEGIANCE**

The flag salute was recited.

**ROLL CALL****Board Directors**

County of Monterey	John M. Phillips	Virtual
City of Salinas	Christie Cromeenes, <i>Vice President</i>	Virtual
City of Salinas	Kimbley Craig	Virtual
City of Salinas	Anthony Rocha	Virtual
City of Gonzales	Elizabeth Silva	In-Person
City of Soledad	Ben Jimenez, Jr.	Virtual
City of Greenfield	Andrew Tipton, <i>Alt. Vice President</i>	In-Person
City of King	Robert Cullen	In-Person

**Absent**

County of Monterey	Chris Lopez, <i>President</i>	In-Person
--------------------	-------------------------------	-----------

**Staff Member Present**

Patrick Mathews, General Manager/CAO	In-Person
Cesar Zuñiga, Asst. GM/Operations Manager	In-Person
Ray Hendricks, Finance and Administration Manager	In-Person
Mandy Brooks, Resource Recovery Manager	In-Person
Brian Kennedy, Engineering and Environmental Compliance Manager	Virtual
Roy C. Santos, General Counsel	Virtual
Rosie Ramirez, Administrative Assistant	In-Person
Erika J. Trujillo, Clerk of the Board	In-Person

**ITEM NO. 1**

Agenda Item



General Manager/CAO

*R. Santos by E.T.*

Authority General Counsel  
Approval

**MEETING ANNOUNCEMENTS**

(6:03) Vice President Cromeenes announced the availability of translation services in Spanish via Zoom.

**APPROVAL OF AGENDA**

**Board Discussion:** The Board discussed the agenda.

**Public Comment:** Felix Mario Huerta Jr. union representative with Operating Engineers Local Union No. 3, AFL-CIO commented on his disapproval of item 6B requesting the item be pulled from Consent agenda for discussion.

**Motion:** Director Phillips made a motion to approve the agenda. Director Rocha seconded the motion.

**Votes:** Motion carried 8,0

Ayes: Craig, Cromeenes, Cullen, Jimenez, Phillips, Rocha, Silva, Tipton

Noes: None

Abstain: None

Absent: Lopez



## **GENERAL MANAGER COMMENTS**

(6:04) None

## **DEPARTMENT MANAGER COMMENTS**

(6:05) Finance and Administration Manager commented on the upcoming yearly Employee Communications meeting scheduled for July 29.

## **BOARD DIRECTORS' COMMENTS**

(6:06) Director Cullen commented on the past employee communication meetings urging the Board member to attend. He commented on the King City Beautification BBQ held and thanked the Authority staff and Waste Management staff who attended. He also commented on his schedule conflict for the upcoming Board Strategic Planning Session on June 30.

## **PUBLIC COMMENT**

(6:07) Liz Haul with Waste Management commented on the upcoming clean up event on June 25 in King City.

## **CONSENT AGENDA (6:09)**

1. Minutes of the May 19, 2022 Meeting
2. April 2022 Claims and Financial Reports
3. Member and Interagency Activities Report for May 2022
4. Resolution No. 2022-22 Approving Supplemental Appropriation of \$21,393 for CalRecycle's Beverage Container Recycling City/County Payment Program 2021-22
5. Resolution No. 2022-23 Approving an Adjustment to the Operating Budget for Fiscal Year 2022-23
6. ~~A. Resolution No. 2022-24 Approving Annual Expenditures in an Amount of \$125,000 with Full Steam Staffing for Staffing Support Services for Fiscal Year 2022-23~~  
~~B. Resolution No. 2022-25 Approving Annual Expenditures in an Amount of \$150,000 with Ritchie's Trucking for Staffing Support Services for Fiscal Year 2022-23~~  
~~C. Resolution No. 2022-26 Approving Annual Expenditures in an Amount of \$100,000 with Valerio's Welding for Equipment Maintenance Services for Fiscal Year 2022-23~~  
~~D. Resolution No. 2022-27 Approving Annual Expenditures in an Amount of \$60,000 with EC Tire for Equipment Maintenance Services for Fiscal Year 2022-23~~  
~~E. Resolution No. 2022-28 Approving Annual Expenditures in an Amount of \$60,000 with Rossi Tire for Equipment Maintenance Services for Fiscal Year 2022-23~~  
~~F. Resolution No. 2022-29 Approving Annual Expenditures in an Amount of \$60,000 with Cutting Edge Supply for Equipment Maintenance Services for Fiscal Year 2022-23~~  
~~G. Resolution No. 2022-30 Approving Annual Expenditures in an Amount of \$50,000 with Green Rubber Kennedy Ag to Supply Facility Maintenance Parts and Services for Fiscal Year 2022-23~~  
~~H. Resolution No. 2022-31 Approving Annual Expenditures in an Amount of \$375,000 with Quinn Caterpillar of Salinas to Supply Equipment Maintenance parts and Services for Fiscal Year 2022-23~~  
~~I. Resolution No. 2022-32 Approving Annual Expenditures in an Amount of \$200,000 with Golden State Truck and Trailer Repair to Supply Equipment Maintenance Parts and Services for Fiscal Year 2022-23~~

- ~~J. Resolution No. 2022-33 Approving Annual Expenditures in an Amount of \$800,000 with SC Fuels to Supply Equipment Maintenance Supplies and Services for Fiscal Year 2022-23~~
7. Resolution No. 2022-34 Approving Amendment No. 2 Authorizing a Two-Year Extension to the Professional Services Agreement with Geo-Logic Associates to Provide Groundwater Monitoring Services in an Amount of \$232,671
  8. Resolution No. 2022-35 Approving Amendment No. 1 Authorizing a Two-Year Extension to the Professional Service Agreement with Social Vocational Services Inc. for materials Processing and litter Abatement at the Johnson Canyon Landfill
  9. Resolution No. 2022-36 Approving Amendment No. 1 Authorizing a Two-Year Extension to the Professional Service Agreement with Hope Services Inc. for materials Processing and Litter Abatement at the Sun Street Transfer Station or the Johnson Canyon Landfill
  10. Resolution No. 2022-37 Approving Amendment No. 1 of the Professional Services Agreement with SGA Marketing for Media Marketing Services in an Amount of \$100,000
  11. Resolution No. 2022-38 Approving Amendment No. 1 Authorizing an Extension to the Professional Service Agreement with Vision Engineering for Construction Quality Assurance Services
  12. Resolution No. 2022-39 Approving Supplemental Appropriation of \$332,235 for CalRecycle's SB 1383 Local Assistance Grant Program 2021-22
  13. Resolution No. 2022-40 Making Findings Related to the Continued Existence of a State of Emergency Due to Covid-19 and Re-Authorizing the Conduct of public Meetings of the Legislative Bodies of the Authority Via Remote Teleconferencing for a 30-Day period Pursuant to the Ralph M. Brown Act as Amended by Assembly Bill No. 361
  14. Resolution No. 2022-41 Approving a Professional Services Agreement with Blue Strike Environmental for SB 1383 Organic Waste Sampling Services in an Amount of \$20,000
  15. Resolution No. 2022-42 Declaring Surplus property and Authorizing the General Manager/CAO to Dispose of Property
  16. ~~Update on the Sun Street Transfer Station Relocation Project~~

**Board Discussion:** Director Rocha requested item no. 6B be pulled  
Director Craig requested item no. 5 and 16 be pulled for discussion.

**Public Comment:** None

**Motion:** Director Cullen made a motion to approve the consent agenda items numbered 1 thru 4 and 7 thru 15. Director Silva seconded the motion.

**Votes:** Motion carried 8,0

Ayes: Craig, Cromeenes, Cullen, Jimenez, Phillips, Rocha, Silva, Tipton

Noes: None

Abstain: None

Absent: Lopez

**5. Resolution No. 2022-23 Approving an Adjustment to the Operating Budget for Fiscal Year 2022-23**

(6:15) Finance and Administration Manager Hendricks and General Manager/CAO Manager Mathews explained that due to the expectation of the SSTS being closed by June 30, 2022 there is no expenditure line item to be able to run the SSTS on July 1, 2022. They explained the adjustment is only allowing for expenditures thru mid-August.

**Board Discussion:** Director Craig expressed her concerns with approving adjustments to the operating budget as the relocation date for Sun Street Transfer Station (SSTS) is still being discussed with upcoming meetings scheduled to determine a specific date. Director Rocha expressed his support to table the item until further information is obtained. Director Phillips expressed that the county has concerns with the relocation to the SSTS to Madison Lane and is unsure of meeting the projected date.

**Public Comment:** Felix Mario Huerta Jr. union representative with Operating Engineers Local Union No. 3, AFL-CIO voiced his opinion on scheduling a meeting in July to further discuss this item.

**Motion:** Director Craig made a motion to approve resolution no. 2022-23. Alternate Vice Tipton seconded the motion.

**Votes:** Motion carried 8,0

Ayes: Cromeenes, Cullen, Jimenez, Phillips, Rocha, Silva, Tipton

Noes: Craig

Abstain: None

Absent: Lopez

6. **A. Resolution No. 2022-24 Approving Annual Expenditures in an Amount of \$125,000 with Full Steam Staffing for Staffing Support Services for Fiscal Year 2022-23**

**B. Resolution No. 2022-25 Approving Annual Expenditures in an Amount of \$150,000 with Ritchie's Trucking for Staffing Support Services for Fiscal Year 2022-23**

**C. Resolution No. 2022-26 Approving Annual Expenditures in an Amount of \$100,000 with Valerio's Welding for Equipment Maintenance Services for Fiscal Year 2022-23**

**D. Resolution No. 2022-27 Approving Annual Expenditures in an Amount of \$60,000 with EC Tire for Equipment Maintenance Services for Fiscal Year 2022-23**

**E. Resolution No. 2022-28 Approving Annual Expenditures in an Amount of \$60,000 with Rossi Tire for Equipment Maintenance Services for Fiscal Year 2022-23**

**F. Resolution No. 2022-29 Approving Annual Expenditures in an Amount of \$60,000 with Cutting Edge Supply for Equipment Maintenance Services for Fiscal Year 2022-23**

**G. Resolution No. 2022-30 Approving Annual Expenditures in an Amount of \$50,000 with Green Rubber-Kennedy Ag to Supply Facility Maintenance Parts and Services for Fiscal Year 2022-23**

**H. Resolution No. 2022-31 Approving Annual Expenditures in an Amount of \$375,000 with Quinn Caterpillar of Salinas to Supply Equipment Maintenance Parts and Services for Fiscal Year 2022-23**

**I. Resolution No. 2022-32 Approving Annual Expenditures in an Amount of \$200,000 with Golden State Truck and Trailer Repair to Supply Equipment Maintenance Parts and Services for Fiscal Year 2022-23**

**J. Resolution No. 2022-33 Approving Annual Expenditures in an Amount of \$800,000 with SC Fuels to Supply Equipment Maintenance Supplies and Services for Fiscal Year 2022-23**

(6:38)

**Board Discussion:** Director Rocha requested clarification on item numbered 6B and expressed his concerns with contract labor outside of the bargaining unit.

**Staff Comments:** Staff clarified the process, past practices, and reasons for utilizing contract labor.

**Legal Counsel:** General Council indicated the approval of item number 6B is an extension of the Authority current practices.

**Public Comment:** Felix Mario Huerta Jr. union representative with Operating Engineers Local Union No. 3, AFL-CIO voiced his disapproval of item number 6B, urging the Board to not approve the resolution.

**Motion:** Director Phillips made a motion to approve items number 6A thru 6J as presented. Alternate Vice Tipton seconded the motion.

**Votes:** Motion carried 6,2

**Ayes:** Craig, Cromeenes, Cullen, Phillips, Silva, Tipton

**Noes:** Jimenez, Rocha

**Abstain:** None

**Absent:** Lopez

#### **16. UPDATE ON THE SUN STREET TRANSFER STATION**

(6:45) Director Craig and Rocha expressed their concerns with accepting a report that has three options for the relocation of the Sun Street Transfer Station.

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

**Public Comment:** None

**Motion:** Director Phillips made a motion to accept the informational report. Director Cullen seconded the motion.

**Votes:** Motion carried 6,2

**Ayes:** Cullen, Jimenez, Phillips, Rocha, Silva, Tipton

**Noes:** Craig, Cromeenes

**Abstain:** None

**Absent:** Lopez

### **PRESENTATION**

#### **17. ORGANICS TECHNOLOGY FEASIBILITY STUDY**

(6:50) General Manager/CAO Mathews introduced Tracy Bills, from SCS Engineers. Ms. Bills presented the results of the Feasibility study compiled to assist Authority staff in the consideration of various options to process organic wastes (including biosolids) that are not currently composted. She detailed the four types of technologies studied and explained the process of selecting and contacting vendors to obtain references and other information on aspects of their technology, including technical and financial information.

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

**Public Comment:** None

**Motion:** None; Informational Only

#### **18. EDIBLE FOOD RECOVERY GRANT FUNDING AWARDS**

(7:04) Resource Recovery Manager Brooks provided a report on the pilot grant program that was developed by the Edible Food Recovery Technical Advisory Committee (TAC), a subcommittee of the larger SB 1383 TAC. The grant program was created to begin increasing the local capacity for food recovery organizations to be able to accept, collect, store and distribute more food. The top five highest scored applications were announced and awarded \$20,000 to local feeding organizations within Monterey County. Mrs. Brooks introduced representatives from PV Loaves & Fishes, serving the North Monterey County area, Dorothy's Place, serving the Salinas area, Meals on Wheels of Salinas Valley, serving the entire Salinas Valley, Victory Mission, serving Salinas and Peninsula cities, and Shoreline Church, serving all of Monterey County and its cities.

**Board Discussion:** The Board commended the grant recipients.

**Public Comment:** None

**Motion:** None; Informational Only

**19. LANDFILL'S 101 INFORMATION**

(7:23) The Authority Management team provided a presentation explaining the overall design, environmental control systems, day to day operations, state and local regulatory compliance requirements, diversion programs, organics processing, and financial aspects of the landfill.

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

**Public Comment:** None

**Motion:** None; Informational Only

**FUTURE AGENDA ITEMS**

**20. AGENDA ITEMS – VIEW AHEAD SCHEDULE**

(8:04) The Board reviewed the future agenda items.

**CLOSED SESSION**

(8:05) President Lopez invited Public Comment related to closed session item numbered 21.

- 21.** Pursuant to **Government Code Section 54957.6** to provide instruction to General Manager/CAO Patrick Mathews, General Counsel Roy C. Santos, and Labor Counsel Colin J. Tanner, to negotiate salaries and benefits of Non-management Administration unit, Operating Engineers Local Union No. 3, AFL-CIO, and at-will Management Employees.

**PUBLIC COMMENT**

Felix Mario Huerta Jr. union representative with Operating Engineers Local Union No. 3, AFL-CIO commented on the agreement of 17 out of the 27 items that have been agreed upon, with ten items are still pending.

**ADJOURNED**

(8:12) Vice President Cromeenes adjourned the meeting into closed session to discuss item numbered 21.

**RECONVENE**

(9:11) Vice President Cromeenes reconvened the meeting to open session. Legal Counsel Santos indicated that there were no reportable actions taken in closed session.

**ADJOURNED**

(9:12) Vice President Cromeenes adjourned the meeting.

APPROVED: \_\_\_\_\_  
Christopher M. Lopez, President

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

**MINUTES OF  
THE SALINAS VALLEY SOLID WASTE AUTHORITY  
SPECIAL BOARD MEETING  
JUNE 30, 2022**

Gonzales Council Chamber of Commerce | 117 Fourth Street, Gonzales, CA 93926.

**CALL TO ORDER**

President Lopez called the meeting to order at 1:03 p.m.

**PLEDGE OF ALLEGIANCE**

The flag salute was recited.

**ROLL CALL****Board Directors**

County of Monterey	Chris Lopez, <i>President</i>
County of Monterey	John M. Phillips
City of Salinas	Christie Cromeenes, <i>Vice President</i>
City of Salinas	Kimbley Craig
City of Salinas	Anthony Rocha ( <i>arrived at 1:11pm</i> )
City of Soledad	Ben Jimenez, Jr.
City of Greenfield	Andrew Tipton, <i>Alt. Vice President</i>

**Absent**

City of King	Robert Cullen
City of Gonzales	Elizabeth Silva

**Staff Member Present**

Patrick Mathews, General Manager/CAO	In-Person
Cesar Zuñiga, Asst. GM/Operations Manager	In-Person
Ray Hendricks, Finance and Administration Manager	In-Person
Mandy Brooks, Resource Recovery Manager	In-Person
Brian Kennedy, Engineering and Environmental Compliance Manager	In-Person
Rosie Ramirez, Administrative Assistant	In-Person
Erika J. Trujillo, Clerk of the Board	In-Person

**MEETING ANNOUNCEMENTS**

(1:05) President Lopez announced the availability of translation services in Spanish via Zoom.

**APPROVAL OF AGENDA**

No Changes to the Agenda.

**PUBLIC COMMENT**

(1:06) Felix Mario Huerta Jr. union representative with Operating Engineers Local Union No. 3, AFL-CIO commented on the negotiations currently underway and provided the Board with documents related to the current topics being negotiated with the bargaining unit.

**STRATEGIC PLANNING WORKSHOP (1:10)**

1. **BOARD OF DIRECTORS STRATEGIC PLANNING WORKSHOP**
2. **General Manager Comments**
3. **Review Workshop Agenda and Ice Breaker**
4. **GOVERNANCE, BOARD VALUES AND NORMS**
5. **CELEBRATE ACCOMPLISHMENTS**

**ITEM NO. 1-B**

Agenda Item



General Manager/CAO

*R. Santos by E.T.*

Authority General Counsel  
Approval

6. **DISCUSS BOARD STRATEGIC VISION AND MISSION FOR NEXT THREE YEARS**
7. **PRESENT THE BOARD INTERVIEW**
8. **ESTABLISH GOALS, STRATEGIES AND PRIORITIZE**
9. **WRAP UP AND NEXT STEPS**

(8:33) President Lopez welcomed everyone. General Manager/CAO Mathews provided a brief update on the status of the Sun Street Relocation project. Facilitators Magda Gonzalez and Christine Butterfield, of Management Partners lead the strategic planning workshop.

**Public Comment:** None

**Board Discussion:** The Board reviewed effective governance, values, norms and celebrated accomplishments. They reviewed the Mission, Vision and Values determining to reaffirm the Mission and amend the Mission and Values. They established Board Norms, and Board priorities for Fiscal Year 2022-23. The Board discussed future strategic planning processes and concurred to conduct a yearly review cycle with quarterly updates provided by staff.

### **ADJOURNED**

(3:43) President Lopez adjourned the meeting.

APPROVED: \_\_\_\_\_  
Christopher M. Lopez, President

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

**MINUTES OF  
THE SALINAS VALLEY SOLID WASTE AUTHORITY  
SPECIAL BOARD MEETING  
JULY 11, 2022**

This meeting was conducted virtually via Zoom.

**CALL TO ORDER**

President Lopez called the meeting to order at 12:30 p.m.

**PLEDGE OF ALLEGIANCE**

The flag salute was recited.

**ROLL CALL****Board Directors**

County of Monterey	Chris Lopez, <i>President</i>
County of Monterey	John M. Phillips ( <i>logged in at 12:50pm</i> )
City of Salinas	Christie Cromeenes, <i>Vice President</i>
City of Salinas	Anthony Rocha
City of Gonzales	Elizabeth Silva
City of Greenfield	Andrew Tipton, <i>Alt. Vice President</i>
City of King	Robert Cullen

**Absent**

City of Salinas	Kimbley Craig
City of Soledad	Ben Jimenez, Jr.

**Staff Member Present**

Patrick Mathews, General Manager/CAO
Cesar Zuñiga, Asst. GM/Operations Manager
Rosie Ramirez, Administrative Assistant
Erika J. Trujillo, Clerk of the Board

**MEETING ANNOUNCEMENTS**

(12:31) President Lopez announced the availability of translation services in Spanish via Zoom.

**APPROVAL OF AGENDA**

No Changes to the Agenda.

**GENERAL MANAGER/CAO COMMENTS**

(12:33) None

**DEPARTMENT MANAGER COMMENTS**

(12:33) None

**BOARD DIRECTOR COMMENTS**

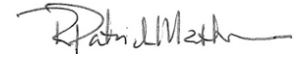
(12:34) None

**PUBLIC COMMENT**

(12:35) Felix Mario Huerta Jr. union representative with Operating Engineers Local Union No. 3, AFL-CIO commented on the negotiations currently underway and provided the Board with documents related to the current topics being negotiated with the bargaining unit.

**ITEM NO. 1-C**

Agenda Item



General Manager/CAO

*R. Santos by E.T.*

Authority General Counsel  
Approval



**CONCENT AGENDA (12:39)**

**1. Resolution No. 2022-44 Making Findings Related to the Continued Existence of a State of Emergency Due to Covid-19 and Re-Authorizing the Conduct of public Meetings of the Legislative Bodies of the Authority Via Remote Teleconferencing for a 30-Day period Pursuant to the Ralph M. Brown Act as Amended by Assembly Bill No. 361**

(8:33) General Manager/CAO Mathews explained that previously adopted resolution has expired and needs to be established to continue conducting the hybrid meetings.

**Public Comment:** None

**Board Discussion:** None

**Motion:** Director Cullen made a motion to approve Resolution No. 2022-44. Director Rocha seconded the motion.

**Votes:** Motion carried 6,0

**Ayes:** Cromeenes, Cullen, Rocha, Silva, Tipton

**Noes:** Craig, Jimenez, Phillips

**Abstain:** None

**CLOSED SESSION**

**2. Pursuant to Government Code Section 54957.6 to provide instruction to General Manager/CAO Patrick Mathews, General Counsel Roy C. Santos, and Labor Counsel Colin J. Tanner, to negotiate salaries and benefits of Non-management Administration unit, Operating Engineers Local Union No. 3, AFL-CIO, and at-will Management Employees.**

**PUBLIC COMMENT**

Felix Mario Huerta Jr. union representative with Operating Engineers Local Union No. 3, AFL-CIO commented on the current negotiations between the units and the issues still pending.

**ADJOURNED**

(12:39) President Lopez adjourned the meeting into closed session to discuss item numbered 2.

**RECONVENE**

(1:32) President Lopez reconvened the meeting to open session. Legal Counsel Santos indicated that there were no reportable actions taken in closed session.

**ADJOURNED**

(1:33) President Lopez adjourned the meeting.

APPROVED: \_\_\_\_\_  
Christopher M. Lopez, President

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



## Report to Board of Directors

### ITEM NO. 2

Finance and Administration  
Manager/Controller/Treasurer

General Manager/CAO

N/A

General Counsel

**Date:** August 18, 2022

**From:** C. Ray Hendricks, Finance and Administration Manager

**Title:** May 2022 Claims and Financial Reports

### RECOMMENDATIONS

The Executive Committee recommends acceptance of the May 2022 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, 2022. The 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 2022, operating revenues exceeded expenditures by \$767,841.

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

	Budget	Actual	Over/(Under)
Tipping Fees - Solid Waste	1,290,541	1,342,515	51,974
Tipping Fees - Diverted Materials	278,047	251,472	(26,575)
Total Revenue	2,010,134	2,041,934	31,800

Solid Waste revenues for May were \$51,974 or 4.0% over budgeted amounts. Diverted Material revenues for May were \$26,575 or 9.6% under budgeted amounts. May total revenue was \$31,800 or 1.6% over budgeted amounts.

	Y-T-D Budget	Y-T-D Actual	Over/(Under)
Tipping Fees - Solid Waste	13,093,318	14,781,938	1,688,620
Tipping Fees - Diverted Materials	2,919,149	2,892,329	(26,820)
Total Revenue	21,148,226	22,936,358	1,788,132

Solid Waste revenues year to date as of May were \$1,688,620 or 12.9% over budgeted amounts. Diverted Material revenues year to date as of May were \$26,820 or 0.9% under budgeted amounts. Year to date total revenue as of May was \$1,788,132 or 8.5% over budgeted amounts.

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

As of May 31, 2022 (91.7% of the fiscal year), year-to-date operating expenditures totaled \$17,053,949. This is 81.3% of the operating budget of \$20,968,000.

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

For the month of May 2022, capital project expenditures totaled \$906,064. \$663,906 was for the SSTS Equipment Replacement project. \$77,048 was for the JC Corrective Action. \$50,000 was for the SS Office Purchase. \$49,857 was for the CH Postclosure Maintenance. \$21,238 was for the JC Module Engineering and Construction. \$13,261 was for the LR Postclosure Maintenance. \$13,608 was for the JC Partial Closure.

### Claims Checks Issued Report

The Authority's Checks Issued Report for the month of May 2022 is attached for review and acceptance. May disbursements total \$2,047,246.35 of which \$526,164.94 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 2022.

Vendor	Services	Amount
72 Hour LLC	(3) 114 SD Freightliners	\$463,961.64
Western Trailer Company	(2) Walking Floor Trailers	\$199,944.79
Vision Recycling	Monthly Greenwaste Processing & C&D Grinding	\$182,006.56
Geologic Associates	JC15 Well Replacement & GW Monitoring Services	\$112,401.05
Southern Counties Lubricants LLC	Monthly Vehicle & Equipment Fuel	\$59,944.78
First American Title Insurance	Office Building Purchase	\$50,000.00
Company National Commercial Services		

### Cash Balances

The Authority's cash position decreased \$321,864.31 during May to \$36,493,053.42. This is due mainly to \$663,906 in equipment purchases as we prepare for taking over the hauling operations at Madison Lane. Most of the cash balance is restricted, held in trust, committed, or assigned as shown below. Cash for Capital Improvements and post closure funded from operations is transferred at the beginning of the year. Additionally, debt service payments are made on August 1 and February 1. While these transfers and payments leave the balance available for operations with a negative balance, it is expected that profitable operations will improve the balance to a positive amount by year end.

Restricted by Legal Agreements:

Johnson Canyon Closure Fund	4,955,286.37
Restricted for Pension Liabilities (115 Trust)	270,142.86
State & Federal Grants	12,496.41
BNY - Bond 2014A Payment	-
BNY - Bond 2014B Payment	-

Funds Held in Trust:

Central Coast Media Recycling Coalition	73,409.03
Employee Unreimbursed Medical Claims	8,288.17

Committed by Board Policy:

AB939 Services	1,077,388.61
Designated for Capital Projects Reserve	2,702,715.89
Designated for Environmental Impairment Reserve	2,272,084.68
Designated for Operating Reserve	3,078,750.00
Expansion Fund (South Valley Revenues)	8,645,076.18

Assigned for Post Closure and Capital Improvements

Crazy Horse Post Closure	829,099.57
Lewis Road Post Closure	220,399.65
Jolon Road Post Closure	153,168.12
Johnson Canyon Post Closure	2,143,757.30
Capital Improvement Projects	9,127,790.44

Available for Operations:

923,200.14

Total

36,493,053.42

**ATTACHMENTS**

1. May 2022 Consolidated Statement of Revenues and Expenditures
2. May 2022 Consolidated Grant and CIP Expenditures Report
3. May 2022 Checks Issued Report

**Salinas Valley Solid Waste Authority**  
**Consolidated Statement of Revenues and Expenditure**  
**For Period Ending May 31, 2022**

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<b><u>Revenue Summary</u></b>							
Tipping Fees - Solid Waste	14,727,500	1,342,515	14,781,938	100.4 %	(54,438)	0	(54,438)
Tipping Fees - Surcharge	1,486,800	114,931	1,256,547	84.5 %	230,253	0	230,253
Tipping Fees - Diverted Materials	3,188,250	251,472	2,892,329	90.7 %	295,921	0	295,921
AB939 Service Fee	3,460,000	288,334	3,171,674	91.7 %	288,326	0	288,326
Charges for Services	141,300	10,350	161,643	114.4 %	(20,343)	0	(20,343)
Sales of Materials	245,500	34,332	413,005	168.2 %	(167,505)	0	(167,505)
Gas Royalties	290,000	0	223,768	77.2 %	66,232	0	66,232
Investment Earnings	75,000	0	35,454	47.3 %	39,546	0	39,546
Total Revenue	23,614,350	2,041,933	22,936,357	97.1 %	677,993	0	677,993
<b><u>Expense Summary</u></b>							
Executive Administration	582,100	56,734	466,247	80.1 %	115,853	27,143	88,710
Administrative Support	415,800	33,029	354,113	85.2 %	61,687	7,669	54,018
Human Resources Administration	263,100	20,264	206,707	78.6 %	56,393	903	55,490
Clerk of the Board	208,600	12,538	164,517	78.9 %	44,083	7,485	36,598
Finance Administration	814,500	62,174	637,179	78.2 %	177,321	16,598	160,722
Operations Administration	581,700	38,223	455,152	78.2 %	126,548	20	126,529
Resource Recovery	1,143,900	81,656	872,966	76.3 %	270,934	7,048	263,886
Marketing	95,830	0	6,828	7.1 %	89,002	88,980	22
Public Education	290,270	16,960	178,503	61.5 %	111,767	26,573	85,194
Household Hazardous Waste	682,100	61,753	502,897	73.7 %	179,203	59,159	120,044
C & D Diversion	277,700	59,296	131,246	47.3 %	146,454	25,019	121,435
Organics Diversion	1,994,300	146,310	1,314,706	65.9 %	679,594	619,035	60,559
Diversion Services	33,800	0	29,490	87.2 %	4,310	4,290	20
JR Transfer Station	654,000	36,447	513,870	78.6 %	140,130	34,678	105,452
JR Recycling Operations	146,500	11,197	118,494	80.9 %	28,006	7	27,999

**Salinas Valley Solid Waste Authority**  
**Consolidated Statement of Revenues and Expenditure**  
**For Period Ending May 31, 2022**

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
SS Disposal Operations	1,157,100	67,195	947,610	81.9 %	209,490	55,738	153,752
SS Transfer Operations	1,474,000	99,841	1,100,254	74.6 %	373,746	145,219	228,528
SS Recycling Operations	725,900	47,755	563,057	77.6 %	162,843	41,049	121,793
ML Transportation Operations	0	0	0	0.0 %	0	0	0
ML Recycling Operations	0	0	0	0.0 %	0	0	0
JC Landfill Operations	3,805,100	229,647	3,134,699	82.4 %	670,401	98,552	571,849
JC Recycling Operations	463,000	30,149	360,315	77.8 %	102,685	11,096	91,589
Johnson Canyon ECS	477,600	24,737	335,629	70.3 %	141,971	32,177	109,794
Sun Street ECS	128,100	8,423	88,569	69.1 %	39,531	22,251	17,280
Debt Service - Interest	1,279,000	0	1,278,956	100.0 %	44	0	44
Debt Service - Principal	1,855,000	0	1,855,000	100.0 %	0	0	0
Closure/Post Closure Set-Aside	344,000	31,458	348,350	101.3 %	(4,350)	0	(4,350)
Cell Construction Set-Aside	1,075,000	98,306	1,088,595	101.3 %	(13,595)	0	(13,595)
Total Expense	20,968,000	1,274,092	17,053,949	81.3 %	3,914,051	1,330,687	2,583,363
Revenue Over/(Under) Expenses	2,646,350	767,841	5,882,408	222.3 %	(3,236,058)	(1,330,687)	(1,905,371)

# Salinas Valley Solid Waste Authority

## Consolidated CIP Expenditure Report

For Period Ending May 31, 2022

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<b><u>Fund 131 - Crazy Horse Post-Closure Fund</u></b>							
131 9316 CH Corrective Action Program	253,000	0	0	0.0 %	253,000	0	253,000
131 9319 CH LFG System Improvements	146,500	0	0	0.0 %	146,500	0	146,500
131 9321 CH Postclosure Maintenance	763,681	49,857	334,081	43.7 %	429,600	71,337	358,262
<b>Total Fund 131 - Crazy Horse Post-Closure</b>	<b>1,163,181</b>	<b>49,857</b>	<b>334,081</b>	<b>28.7 %</b>	<b>829,100</b>	<b>71,337</b>	<b>757,762</b>
<b><u>Fund 141 - Lewis Road Post-Closure Fund</u></b>							
141 9402 LR LFG Well Replacement	50,000	0	0	0.0 %	50,000	0	50,000
141 9403 LR Postclosure Maintenance	330,532	13,261	160,132	48.4 %	170,400	23,773	146,627
<b>Total Fund 141 - Lewis Road Post-Closure F</b>	<b>380,532</b>	<b>13,261</b>	<b>160,132</b>	<b>42.1 %</b>	<b>220,400</b>	<b>23,773</b>	<b>196,627</b>
<b><u>Fund 161 - Jolon Road Post-Closure Fund</u></b>							
161 9604 JR Postclosure Maintenance	369,616	0	216,448	58.6 %	153,168	8,450	144,718
<b>Total Fund 161 - Jolon Road Post-Closure F</b>	<b>369,616</b>	<b>0</b>	<b>216,448</b>	<b>58.6 %</b>	<b>153,168</b>	<b>8,450</b>	<b>144,718</b>
<b><u>Fund 180 - Expansion Fund</u></b>							
180 9110 Sun Street Office Purchase	4,017,000	50,000	50,000	1.2 %	3,967,000	3,913,750	53,250
180 9804 Long Range Facility Needs EIR	335,395	0	0	0.0 %	335,395	0	335,395
180 9806 Long Range Financial Model	28,388	0	0	0.0 %	28,388	0	28,388
180 9807 GOE Autoclave Final Project	100,000	0	0	0.0 %	100,000	0	100,000
<b>Total Fund 180 - Expansion Fund</b>	<b>4,480,783</b>	<b>50,000</b>	<b>50,000</b>	<b>1.1 %</b>	<b>4,430,783</b>	<b>3,913,750</b>	<b>517,033</b>
<b><u>Fund 211 - Grants</u></b>							
211 9220 Tire Amnesty 2019-20	4,121	0	3,675	89.2 %	447	0	447
211 9228 Tire Amnesty 2021-22	77,757	4,304	4,304	5.5 %	73,454	3,960	69,494
211 9229 Carton Council of North America	5,000	0	5,000	100.0 %	0	0	0
211 9247 Cal Recycle - CCPP	12,559	0	12,540	99.9 %	19	0	19
211 9257 Cal Recycle - 2019-20 CCPP	15,910	0	15,910	100.0 %	0	0	0

# Salinas Valley Solid Waste Authority

## Consolidated CIP Expenditure Report

For Period Ending May 31, 2022

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
211 9258 Cal Recycle - 2020-21 CCPP	21,552	3,500	14,771	68.5 %	6,781	3,023	3,758
<b>Total Fund 211 - Grants</b>	<b>136,899</b>	<b>7,804</b>	<b>56,199</b>	<b>41.1 %</b>	<b>80,700</b>	<b>6,983</b>	<b>73,717</b>
<b>Fund 216 - Reimbursement Fund</b>							
216 9802 Autoclave Demonstration Unit	141,499	0	0	0.0 %	141,499	0	141,499
216 9804 Long Range Facility Needs EIR	180,062	0	0	0.0 %	180,062	0	180,062
<b>Total Fund 216 - Reimbursement Fund</b>	<b>321,560</b>	<b>0</b>	<b>0</b>	<b>0.0 %</b>	<b>321,560</b>	<b>0</b>	<b>321,560</b>
<b>Fund 800 - Capital Improvement Projects Fund</b>							
800 9104 Organics System Expansion Study	31,756	0	0	0.0 %	31,756	0	31,756
800 9105 Concrete Grinding	80,000	0	75,386	94.2 %	4,614	0	4,614
800 9107 Scale House Software Upgrade	100,000	0	0	0.0 %	100,000	0	100,000
800 9108 Emergency Generators	222,568	1,335	6,130	2.8 %	216,437	159,106	57,331
800 9109 Organics Infrastructure Upgrades	3,000,000	0	0	0.0 %	3,000,000	0	3,000,000
800 9214 Organics Program 2016-17	563,340	0	27,104	4.8 %	536,236	0	536,236
800 9222 Community-Based Social Marketing	170,000	0	104,508	61.5 %	65,492	55,392	10,100
800 9223 Outdoor Education Center	185,000	732	19,898	10.8 %	165,102	106,727	58,375
800 9501 JC LFG System Improvements	109,465	4,475	13,522	12.4 %	95,943	0	95,943
800 9505 JC Partial Closure	100,000	13,608	54,949	54.9 %	45,051	28,488	16,563
800 9506 JC Litter Control Barrier	70,490	0	15,865	22.5 %	54,625	0	54,625
800 9507 JC Corrective Action	260,362	77,048	77,048	29.6 %	183,314	0	183,314
800 9509 JC Groundwater Well	250,000	1,241	15,550	6.2 %	234,450	37,473	196,978
800 9526 JC Equipment Replacement	1,216,025	0	0	0.0 %	1,216,025	0	1,216,025
800 9527 JC Module Engineering and Constr	2,149,120	21,238	1,187,583	55.3 %	961,538	25,420	936,118
800 9528 Roadway Improvements	300,049	0	0	0.0 %	300,049	0	300,049
800 9601 JR Transfer Station Improvements	357,138	0	0	0.0 %	357,138	0	357,138
800 9602 JR Equipment Purchase	240,000	0	0	0.0 %	240,000	182,750	57,250
800 9603 JR Well Replacement	150,000	1,559	14,168	9.4 %	135,832	37,473	98,360
800 9701 SSTs Equipment Replacement	598,568	663,906	663,906	110.9 %	(65,338)	0	(65,338)



# Salinas Valley Solid Waste Authority

## Consolidated CIP Expenditure Report

For Period Ending May 31, 2022

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
800 9703 SSTS Improvements and Cleanup	160,934	0	0	0.0 %	160,934	0	160,934
<b>Total Fund 800 - Capital Improvement Proje</b>	<b>10,314,814</b>	<b>785,143</b>	<b>2,275,618</b>	<b>22.1 %</b>	<b>8,039,195</b>	<b>632,827</b>	<b>7,406,369</b>
<b>Total CIP Expenditures</b>	<b>17,167,386</b>	<b>906,064</b>	<b>3,092,479</b>	<b>18.0 %</b>	<b>14,074,907</b>	<b>4,657,119</b>	<b>9,417,787</b>

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 5/1/2022 to 5/31/2022**

Check #	Name	Check Date	Amount	Check Total
28975	ADMANOR, INC CCRMC Monthly Media & Marketing Service	5/5/2022	4,397.18	4,397.18
28976	ALESHIRE & WYNDER, LLP Legal Services	5/5/2022	13,431.60	13,431.60
28977	ASSOCIATION OF ENVIRONMENTAL PROFESSIONALS Annual Membership PM	5/5/2022	150.00	150.00
28978	AT&T SERVICES INC HHW Telephone Services	5/5/2022	548.31	548.31
28979	BLUE STRIKE ENVIRONMENTAL 1383 Edible Food Recovery	5/5/2022	9,833.00	9,833.00
28980	CENTRAL COAST RECYCLING MEDIA COALITION CCRMC Contribution	5/5/2022	13,500.00	13,500.00
28981	CLEAN EARTH ENVIRONMENTAL SOLUTIONS, INC. Monthly HHW Disposal Service Monthly HHW Disposal Supplies	5/5/2022	12,078.45 1,799.86	13,878.31
28982	COAST COUNTIES TRUCK & EQUIPMENT CO. SS Vehicle Maintenance	5/5/2022	631.17	631.17
28983	CUTTING EDGE SUPPLY JC Equipment Maintenance	5/5/2022	312.23	312.23
28984	EAST BAY TIRE CO. JC Equipment Maintenance	5/5/2022	362.49	362.49
28985	ERNEST BELL D. JR All Sites Janitorial Services	5/5/2022	3,100.00	3,100.00
28986	F.A.S.T. SERVICES Monthly Board Interpreting Services	5/5/2022	180.00	180.00
28987	GAVILAN CRANE & RIGGING, INC. JC Organic Improvements	5/5/2022	1,335.00	1,335.00
28988	GOLDEN STATE TRUCK & TRAILER REPAIR All Sites Equipment & Vehicle Maintenance	5/5/2022	389.15	389.15
28989	GONZALES ACE HARDWARE All Sites Facility & Vehicle Maintenance	5/5/2022	59.98	59.98
28990	GUARDIAN SAFETY AND SUPPLY, LLC JC Safety Supplies	5/5/2022	346.80	346.80
28991	GUERITO SS & JC Portable Toilets	5/5/2022	1,243.00	1,243.00
28992	GUILLERMINA GUTIERREZ Fuel for RR Vehicle	5/5/2022	79.51	79.51

28993	INFINITY STAFFING SERVICES, INC. JC Contract Labor	5/5/2022	964.88	964.88
28994	JT HOSE & FITTINGS All Sites Facility Maintenance Supplies	5/5/2022	135.08	135.08
28995	LIEBERT CASSIDY WHITMORE Legal Services	5/5/2022	786.00	786.00
28996	MANUEL PEREA TRUCKING, INC. JC Hauling Services	5/5/2022	1,200.00	1,200.00
28997	MISSION LINEN SUPPLY All Sites Uniforms	5/5/2022	107.93	107.93
28998	ODP BUSINESS SOLUTIONS, LLC Adm Office Supplies	5/5/2022	577.63	577.63
28999	ONSITE ELECTRONICS RECYCLING, LLC E-Waste Hauling and Recycling Services	5/5/2022	2,450.31	2,450.31
29000	PACIFIC WASTE SERVICES JC Engineering Services	5/5/2022	7,496.00	7,496.00
29001	PINNACLE MEDICAL GROUP, Inc. A Professional Corporation Pre-employment Physical	5/5/2022	90.00	90.00
29002	QUINN COMPANY All Sites Equipment & Vehicle Maintenance	5/5/2022	4,564.57	4,564.57
29003	R.D. OFFUTT COMPANY JC Equipment Maintenance	5/5/2022	1,034.88	1,034.88
29004	SAFETEQUIP SS Equipment Maintenance Supplies	5/5/2022	45.30	45.30
29005	SCS ENGINEERS AB1383 Ad Tech Review	5/5/2022	1,547.50	1,547.50
29006	SECURITY SHORING & STEEL PLATES, INC. SS Equipment Rental	5/5/2022	291.00	291.00
29007	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	5/5/2022	20,963.73	20,963.73
29008	STERICYCLE, INC Adm Shredding Services	5/5/2022	110.11	110.11
29009	TOYOTA MATERIAL HANDLING HHW Equipment Rental	5/5/2022	456.61	456.61
29010	VALERIO VARELA JR All Sites Vehicle & Equipment Maintenance	5/5/2022	14,300.00	14,300.00
29011	VALLEY FABRICATION, INC. JC Maintenance Supplies	5/5/2022	550.35	550.35

29012	VISION RECYCLING INC C&D Processing Monthly Organics Processing	5/5/2022	59,259.65 122,746.91	182,006.56
29013	US BANK CORPORATE PAYMENT SYSTEM Doodle: Admin Subscriptions Att.com: Finance Internet O'Reilly Auto: Admin Vehicle Supplies Walmart: Admin Supplies Amazon: Admin Supplies BioBag USA: RR Outreach Supplies Experian: Credit Checks El Pollo Loco: Employee Appreciation Day EL Charito: Employee Appreciation Day Smart & Final: Board Meeting Supplies Intermedia: Monthly Exchange Server Hosting O'Reilly Auto: Admin Vehicle Supplies Smart & Final: SS Supplies AT&T: Finance Internet ATT.COM: JC Internet Service State of CA DMV: JC Equipment Maint Best Western Plus: USCC Training Chuckchansi Hotel: SWANA Conference Chuckchansi Hotel: SWANA Conference Mike's Pizza: JC Training Survey Monkey: Admin Subscriptions Smart N Final: Adm Office Supplies Zoom: Monthly Subscription Costco: Replacement Laptop Amazon: RR Supplies Ginger Thai Kitchen: RR Meetings Facebook: RR Advertisements CA DMV: SS Vehicle Supplies Amazon: Admin Supplies	5/5/2022	83.40 43.23 14.19 60.05 30.58 6,228.56 49.95 20.19 121.46 15.14 424.65 63.34 44.37 43.23 70.00 55.13 781.61 27.00 27.00 59.80 99.00 20.76 146.96 999.16 85.53 175.22 81.49 23.53 9.18	9,903.71
29014	**Void**	5/5/2022	-	-
29015	**Void**	5/5/2022	-	-
29016	**Void**	5/5/2022	-	-
29017	ALESHIRE & WYNDER, LLP Legal Services	5/12/2022	16,223.10	16,223.10
29018	ASBURY ENVIRONMENTAL SERVICES HHW Hauling & Disposal	5/12/2022	190.00	190.00
29019	AT&T SERVICES INC JC Telephone Service	5/12/2022	218.65	218.65
29020	CLARK PEST CONTROL, INC Adm Pest Control	5/12/2022	95.00	95.00
29021	COAST COUNTIES TRUCK & EQUIPMENT CO. SS Vehicle Maintenance	5/12/2022	3,341.50	3,341.50

29022	CUTTING EDGE SUPPLY JC Equipment Maintenance	5/12/2022	708.05	708.05
29023	DOUGLAS NOLAN School Assembly Program	5/12/2022	4,700.00	4,700.00
29024	Enrique Bocanegra SS Safety Supplies	5/12/2022	163.86	163.86
29025	ENRIQUE CARRILLO JR. All Sites Tire Repair	5/12/2022	7,697.19	7,697.19
29026	FRESNO OXYGEN SS Facility Maintenance	5/12/2022	52.79	52.79
29027	FULL STEAM STAFFING LLC All Sites Contract Labor	5/12/2022	2,948.40	2,948.40
29028	GEOLOGIC ASSOCIATES, INC. JC15 Monitoring Well Replacement CH Non-Routine Services JC Engineering Services JC & JR Groundwater Well Siting Monthly Groundwater Monitoring Service	5/12/2022	77,048.25 1,400.00 1,837.25 2,800.00 29,315.55	112,401.05
29029	GONZALES ACE HARDWARE All Sites Facility & Vehicle Maintenance	5/12/2022	48.01	48.01
29030	GUARDIAN SAFETY AND SUPPLY, LLC JC Safety Supplies	5/12/2022	543.06	543.06
29031	MISSION LINEN SUPPLY All Sites Uniform Services	5/12/2022	486.08	486.08
29032	ODP BUSINESS SOLUTIONS, LLC Adm Office Supplies	5/12/2022	62.80	62.80
29033	ONE STOP AUTO CARE/V & S AUTO CARE, INC Adm Vehicle Maintenance	5/12/2022	30.00	30.00
29034	PENINSULA MESSENGER LLC All Sites Courier Service	5/12/2022	1,100.00	1,100.00
29035	PURE WATER BOTTLING Adm bldg. Water Service	5/12/2022	95.25	95.25
29036	QUINN COMPANY All Sites Equipment & Vehicle Maintenance	5/12/2022	10,926.63	10,926.63
29037	REPUBLIC SERVICES #471 Ops Adm Building Monthly Trash	5/12/2022	85.30	85.30
29038	SCS ENGINEERS JC Engineering Services	5/12/2022	4,475.00	4,475.00
29039	SCS FIELD SERVICES All Sites Remote Monitoring Engineering Services	5/12/2022	925.00	925.00

29040	SHARPS SOLUTIONS, LLC HHW Hauling & Disposal	5/12/2022	300.00	300.00
29041	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	5/12/2022	5,125.76	5,125.76
29042	Southern Counties Oil Co., a CA Limited Partnership JR Fuel	5/12/2022	6,100.19	6,100.19
29043	TELCO BUSINESS SOLUTIONS Monthly Network Support	5/12/2022	424.35	424.35
29044	The EcoHero Show LLC School Assembly Program	5/12/2022	2,200.00	2,200.00
29045	TODD V. RAMEY JC Partial Closure CQA	5/12/2022	3,612.00	3,612.00
29046	VALLEY FABRICATION, INC. SS Facility Maintenance	5/12/2022	67.95	67.95
29047	WESTERN EXTERMINATOR COMPANY SS Exterminator Services	5/12/2022	307.65	307.65
29048	ZORO SS Equipment Maintenance Supplies	5/12/2022	2,064.97	2,064.97
29049	4IMPRINT, INC Employee Recognition Supplies	5/18/2022	1,882.19	1,882.19
29050	All American Publishing Limited Company Public Media Relations	5/18/2022	419.00	419.00
29051	BLUE STRIKE ENVIRONMENTAL Edible Food Recovery Program	5/18/2022	2,631.50	2,631.50
29052	CDW GOVERNMENT Duo Software	5/18/2022	960.00	960.00
29053	CITY OF GONZALES JC Water Service Monthly Hosting Fee	5/18/2022	104.40 20,833.33	20,937.73
29054	CLEAN EARTH ENVIRONMENTAL SOLUTIONS, INC. Monthly HHW Disposal & Supplies	5/18/2022	1,752.66	1,752.66
29055	COASTAL TRACTOR JC Equipment Maintenance	5/18/2022	953.12	953.12
29056	DATAFLOW BUSINESS SYSTEMS INC. Adm Equipment Maintenance	5/18/2022	65.37	65.37
29057	EAST BAY TIRE CO. All Sites Vehicle Maintenance	5/18/2022	184.70	184.70
29058	F.A.S.T. SERVICES Monthly Board Interpreting Services	5/18/2022	180.00	180.00

29059	FRESNO OXYGEN SS Facility Maintenance	5/18/2022	306.28	306.28
29060	GONZALES ACE HARDWARE All Sites Facility & Vehicle Maintenance	5/18/2022	54.24	54.24
29061	GONZALES TIRE & AUTO SUPPLY All Sites Equipment Maintenance	5/18/2022	220.10	220.10
29062	GUARDIAN SAFETY AND SUPPLY, LLC JC Safety Supplies	5/18/2022	95.00	95.00
29063	HOPE SERVICES Monthly SS Litter Abatement	5/18/2022	12,058.49	12,058.49
29064	INFINITY STAFFING SERVICES, INC. JC Contract Labor	5/18/2022	563.82	563.82
29065	INTERSTATE BATTERIES JC Equipment Maintenance	5/18/2022	127.68	127.68
29066	JT HOSE & FITTINGS JC Equipment Maintenance	5/18/2022	924.41	924.41
29067	Maestro Health FSA Service Fee	5/18/2022	150.00	150.00
29068	MISSION LINEN SUPPLY All Sites Uniforms	5/18/2022	165.24	165.24
29069	MONICA AMBRIZ HR Conference Reimbursement	5/18/2022	1,325.29	1,325.29
29070	MONTEREY COUNTY HEALTH DEPARTMENT Mo.Co. Quarterly Regional Fee	5/18/2022	28,690.06	28,690.06
29071	MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY SS Monthly Sewer Service	5/18/2022	1,597.30	1,597.30
29072	NEXIS PARTNERS, LLC Monthly Adm Building Rent	5/18/2022	9,935.00	9,935.00
29073	ODP BUSINESS SOLUTIONS, LLC All Sites Office Supplies	5/18/2022	672.78	672.78
29074	PINNACLE MEDICAL GROUP, Inc. A Professional Corporation Medical DOT Renewal	5/18/2022	130.00	130.00
29075	PURE WATER BOTTLING All Sites Water Service	5/18/2022	267.00	267.00
29076	QUINN COMPANY All Sites Equipment & Vehicle Maintenance	5/18/2022	240.41	240.41
29077	SCS ENGINEERS JC Engineering Services	5/18/2022	17,500.00	17,500.00
29078	SOCIAL VOCATIONAL SERVICES, INC. JC Litter Abatement	5/18/2022	7,990.00	7,990.00

29079	ULINE, INC. SS Safety Supplies	5/18/2022	142.93	142.93
29080	VOSTI'S INC All Sites Facility Supplies	5/18/2022	977.45	977.45
29081	WESTERN EXTERMINATOR COMPANY All Sites Vector Control	5/18/2022	154.10	154.10
29082	WESTERN TRAILER COMPANY WALKING FLOOR TRANSFER TRAILER	5/18/2022	105,641.00	105,641.00
29083	72 HOUR LLC (3) 114 SD Freightliners	5/19/2022	463,961.64	463,961.64
29084	TELCO BUSINESS SOLUTIONS Server Upgrade	5/19/2022	14,745.92	14,745.92
29085	WESTERN TRAILER COMPANY 2022 Western Trailer Walking Floor	5/19/2022	94,303.79	94,303.79
29086	HOME DEPOT All Sites Facility Maintenance	5/25/2022	594.60	594.60
29087	A & G PUMPING, INC JR & JC Organics Portable Toilet	5/25/2022	424.13	424.13
29088	ASBURY ENVIRONMENTAL SERVICES HHW Hauling & Disposal	5/25/2022	95.00	95.00
29089	CALIFORNIA WATER SERVICE SS & JRTS Water Services	5/25/2022	1,400.75	1,400.75
29090	CESAR ZUÑIGA (10) Transfer Trailers Tarp Replacements	5/25/2022	2,571.55	2,571.55
29091	CLEAN EARTH ENVIRONMENTAL SOLUTIONS, INC. Monthly HHW Disposal & Supplies	5/25/2022	15,317.17	15,317.17
29092	COAST COUNTIES TRUCK & EQUIPMENT CO. SS Vehicle Maintenance	5/25/2022	615.78	615.78
29093	COMCAST Monthly Comcast Internet Service	5/25/2022	419.32	419.32
29094	EDUARDO ARROYO JC & Org Facility Maintenance	5/25/2022	3,750.40	3,750.40
29095	ENRIQUE CARRILLO JR. SS, JC & JR Vehicle & Equipment Maintenance	5/25/2022	7,105.55	7,105.55
29096	FULL STEAM STAFFING LLC JC & SS Amnesty Contract Labor	5/25/2022	2,961.00	2,961.00
29097	GOLDEN STATE TRUCK & TRAILER REPAIR All Sites Equipment & Vehicle Maintenance	5/25/2022	1,202.38	1,202.38
29098	GONZALES ACE HARDWARE All Sites Facility & Vehicle Maintenance	5/25/2022	481.21	481.21



29099	GONZALES TIRE & AUTO SUPPLY SS Vehicle Maintenance	5/25/2022	458.81	458.81
29100	GREEN VALLEY INDUSTRIAL SUPPLY, INC SS Vehicle Maintenance	5/25/2022	303.51	303.51
29101	GUARDIAN SAFETY AND SUPPLY, LLC JC Safety Supplies	5/25/2022	1,085.79	1,085.79
29102	Hartford Fire Insurance Company Finance Manager Surety Bond	5/25/2022	2,750.00	2,750.00
29103	INFINITY STAFFING SERVICES, INC. JC Contract Labor	5/25/2022	2,870.35	2,870.35
29104	JT HOSE & FITTINGS JC Equipment Maintenance	5/25/2022	2,672.80	2,672.80
29105	**Void**	5/25/2022	-	-
29106	MANUEL TINAJERO SS & CH Landscaping Services	5/25/2022	2,175.00	2,175.00
29107	MISSION LINEN SUPPLY All Sites Uniforms	5/25/2022	433.59	433.59
29108	NEXIS PARTNERS, LLC June Rent Adj & Reconciliation	5/25/2022	3,015.23	3,015.23
29109	ONE STOP AUTO CARE/V & S AUTO CARE, INC Ops Adm Vehicle Maintenance	5/25/2022	122.64	122.64
29110	QUINN COMPANY All Sites Equipment & Vehicle Maintenance	5/25/2022	13,752.82	13,752.82
29111	RODOLFO RAMIREZ AYALA All Sites Equipment Maintenance	5/25/2022	2,430.00	2,430.00
29112	SAFETEQUIP SS Safety Supplies	5/25/2022	35.88	35.88
29113	SCS FIELD SERVICES All Sites Non-Routine Environmental Services All Sites Routine Engineering Services	5/25/2022	5,978.02 22,685.00	28,663.02
29114	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	5/25/2022	33,855.29	33,855.29
29115	SPECIALTY DISTRIBUTORS INC. SS Equipment Maintenance	5/25/2022	266.37	266.37
29116	VALERIO VARELA JR SS Vehicle Maintenance	5/25/2022	10,000.00	10,000.00
29117	VERIZON WIRELESS SERVICES Monthly Internet Service	5/25/2022	152.04	152.04

29118	VOSTI'S INC SS Vehicle Maintenance	5/25/2022	565.51	565.51
29119	WHITE CAP, L.P. JC Facility Maintenance	5/25/2022	5,226.39	5,226.39
29120	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION Monthly Vehicle Fuel	5/25/2022	2,735.70	2,735.70
22-00492-DFT	First American Title Insurance Company National Commercial Services Office Building Purchase	5/2/2022	50,000.00	50,000.00
22-00518-DFT	PACIFIC GAS AND ELECTRIC COMPANY All Sites Electrical Services	5/5/2022	18,386.85	18,386.85
22-00521-DFT	PACIFIC GAS AND ELECTRIC COMPANY All Sites CNG Fuel	5/10/2022	8,199.31	<u>8,199.31</u>
	Subtotal			1,521,081.41
	Payroll Disbursements			<u>526,164.94</u>
	Grand Total			<u><u>2,047,246.35</u></u>



## Report to the Board of Directors

### ITEM NO. 3

Finance and Administration  
Manager/Controller/Treasurer

General Manager/CAO

N/A

General Counsel

**Date:** August 18, 2022

**From:** C. Ray Hendricks, Finance and Administration Manager

**Title:** June 2022 Claims and Financial Reports

### RECOMMENDATIONS

The Executive Committee recommends acceptance of the June 2022 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, 2022. The 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 2022, operating revenues exceeded expenditures by \$657,848.

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

	Budget	Actual	Over/(Under)
Tipping Fees - Solid Waste	1,321,865	1,427,653	105,788
Tipping Fees - Diverted Materials	269,101	270,713	1,612
Total Revenue	2,010,134	2,344,191	190,384

Solid Waste revenues for June were \$105,788 or 8.0% over budgeted amounts. Diverted Material revenues for June were \$1,612 or 0.6% over budgeted amounts. June total revenue was \$190,384 or 9.5% over budgeted amounts.

	Y-T-D Budget	Y-T-D Actual	Over/(Under)
Tipping Fees - Solid Waste	14,727,500	16,209,492	1,481,992
Tipping Fees - Diverted Materials	3,188,250	3,163,141	(25,109)
Total Revenue	23,614,350	25,280,546	1,666,196

Solid Waste revenues year to date as of June were \$1,481,992 or 10.1% over budgeted amounts. Diverted Material revenues year to date as of June were \$25,109 or 0.8% under budgeted amounts. Year to date total revenue as of June was \$1,666,196 or 7.1% over budgeted amounts.

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

As of June 30, 2022 (100% of the fiscal year), year-to-date operating expenditures totaled \$18,740,291. This is 89.4% of the operating budget of \$20,968,000.

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

For the month of June 2022, capital project expenditures totaled \$4,350,248. \$3,894,243 was for the Sun Street Office Purchase. \$156,922 was for the Emergency Generators. \$108,139 was for the Outdoor Education Center. 57,603 was for the CH Postclosure Maintenance. \$36,102 was for the MC Module Engineering and Construction. \$28,490 was for the Tire Amnesty 2021-22 Grant. \$15,492 was for the Community-Based Social Marketing. \$14,254 was for the JR Postclosure maintenance.

### Claims Checks Issued Report

The Authority's Checks Issued Report for the month of June 2022 is attached for review and acceptance. June disbursements total \$5,763,656.52 of which \$548,278.45 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 2022.

Vendor	Services	Amount
First American Title Insurance	126-128 Sun Street Office Purchase	\$3,887,493.08
Company National Commercial Services		
Quinn Company	Emergency Generators & Monthly Equipment Maintenance	\$182,867.01
Southern Counties Lubricants	All Sites Equipment & Vehicle Fuel	\$121,548.22
Vision Recycling	Monthly Organics Processing	\$111,476.91
Bizon Group Inc.	Customized Shipping Containers	\$106,234.88
Geologic Associates	All Sites Routine & Non Routine Engineering Services	\$57,528.15
S. Groner Associates	SGA Marketing Services	\$56,333.10
Rossi Bros Tire & Auto Service	All Sites Tire Maintenance & Replacement Tire Purchase	\$55,007.75
Aleshire & Wynder	Monthly Legal Services	\$52,551.93

### Cash Balances

The Authority's cash position decreased \$3,256,043.63 during June to \$33,237,009.79. Most of the cash balance is restricted, held in trust, committed, or assigned as shown below. Cash for Capital Improvements and post closure funded from operations is transferred at the beginning of the year. Additionally, debt service payments are made on August 1 and February 1. While these transfers and payments leave the balance available for operations with a negative balance, it is expected that profitable operations will improve the balance to a positive amount by year end.

Restricted by Legal Agreements:

Johnson Canyon Closure Fund	4,970,641.61
Restricted for Pension Liabilities (115 Trust)	270,142.86
State & Federal Grants	5,762.46
BNY - Bond 2014A Payment	-
BNY - Bond 2014B Payment	-

Funds Held in Trust:

Central Coast Media Recycling Coalition	55,868.71
Employee Unreimbursed Medical Claims	8,901.26

Committed by Board Policy:

AB939 Services	1,041,603.77
Designated for Capital Projects Reserve	2,702,715.89
Designated for Environmental Impairment Reserve	2,272,084.68
Designated for Operating Reserve	3,078,750.00
Expansion Fund (South Valley Revenues)	4,754,133.10

Assigned for Post Closure and Capital Improvements

Crazy Horse Post Closure	773,731.00
Lewis Road Post Closure	196,426.21
Jolon Road Post Closure	140,378.50
Johnson Canyon Post Closure	2,161,334.09
Capital Improvement Projects	8,907,978.38

Available for Operations:

1,896,557.27

Total

33,237,009.79

**ATTACHMENTS**

1. June 2022 Consolidated Statement of Revenues and Expenditures
2. June 2022 Consolidated Grant and CIP Expenditures Report
3. June 2022 Checks Issued Report

**Salinas Valley Solid Waste Authority**  
**Consolidated Statement of Revenues and Expenditure**  
**For Period Ending June 30, 2022**

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<b><u>Revenue Summary</u></b>							
Tipping Fees - Solid Waste	14,727,500	1,427,653	16,209,492	110.1 %	(1,481,992)	0	(1,481,992)
Tipping Fees - Surcharge	1,486,800	120,275	1,376,821	92.6 %	109,979	0	109,979
Tipping Fees - Diverted Materials	3,188,250	270,713	3,163,141	99.2 %	25,109	0	25,109
AB939 Service Fee	3,460,000	288,334	3,460,008	100.0 %	(8)	0	(8)
Charges for Services	141,300	24,600	186,242	131.8 %	(44,942)	0	(44,942)
Sales of Materials	245,500	89,803	502,808	204.8 %	(257,308)	0	(257,308)
Gas Royalties	290,000	70,419	294,187	101.4 %	(4,187)	0	(4,187)
Investment Earnings	75,000	52,394	87,847	117.1 %	(12,847)	0	(12,847)
Total Revenue	23,614,350	2,344,190	25,280,548	107.1 %	(1,666,198)	0	(1,666,198)
<b><u>Expense Summary</u></b>							
Executive Administration	582,100	86,531	552,778	95.0 %	29,322	0	29,322
Administrative Support	415,800	24,466	378,580	91.0 %	37,220	0	37,220
Human Resources Administration	263,100	13,542	220,249	83.7 %	42,851	0	42,851
Clerk of the Board	208,600	14,547	179,064	85.8 %	29,536	7,070	22,466
Finance Administration	814,500	46,473	683,652	83.9 %	130,848	14,746	116,102
Operations Administration	581,700	35,114	490,266	84.3 %	91,434	0	91,434
Resource Recovery	1,143,900	86,178	959,145	83.8 %	184,755	3,685	181,070
Marketing	95,830	57,233	64,061	66.8 %	31,769	32,647	(878)
Public Education	290,270	84,732	263,235	90.7 %	27,035	0	27,035
Household Hazardous Waste	679,300	68,447	571,344	84.1 %	107,956	14,268	93,688
C & D Diversion	226,700	3,729	134,974	59.5 %	91,726	25,019	66,707
Organics Diversion	2,004,300	180,903	1,495,609	74.6 %	508,691	484,183	24,508
Diversion Services	33,800	4,290	33,780	99.9 %	20	0	20
JR Transfer Station	654,000	52,626	566,496	86.6 %	87,504	0	87,504
JR Recycling Operations	146,500	9,278	127,773	87.2 %	18,727	0	18,727

**Salinas Valley Solid Waste Authority**  
**Consolidated Statement of Revenues and Expenditure**  
**For Period Ending June 30, 2022**

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
SS Disposal Operations	1,160,000	80,501	1,028,110	88.6 %	131,890	570	131,320
SS Transfer Operations	1,474,000	202,850	1,303,103	88.4 %	170,897	29	170,868
SS Recycling Operations	725,900	58,721	621,779	85.7 %	104,121	0	104,121
ML Transportation Operations	0	0	0	0.0 %	0	0	0
ML Recycling Operations	0	0	0	0.0 %	0	0	0
JC Landfill Operations	3,846,000	340,458	3,475,157	90.4 %	370,843	6,353	364,490
JC Recycling Operations	463,000	40,411	400,727	86.6 %	62,273	1,623	60,651
Johnson Canyon ECS	477,600	51,562	387,191	81.1 %	90,409	7,345	83,064
Sun Street ECS	128,100	7,905	96,474	75.3 %	31,626	0	31,626
Debt Service - Interest	1,279,000	0	1,278,956	100.0 %	44	0	44
Debt Service - Principal	1,855,000	0	1,855,000	100.0 %	0	0	0
Closure/Post Closure Set-Aside	344,000	32,932	381,282	110.8 %	(37,282)	0	(37,282)
Cell Construction Set-Aside	1,075,000	102,913	1,191,508	110.8 %	(116,508)	0	(116,508)
Total Expense	20,968,000	1,686,342	18,740,291	89.4 %	2,227,709	597,538	1,630,171
Revenue Over/(Under) Expenses	2,646,350	657,848	6,540,257	247.1 %	(3,893,907)	(597,538)	(3,296,368)

# Salinas Valley Solid Waste Authority

## Consolidated CIP Expenditure Report

For Period Ending June 30, 2022

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<b><u>Fund 131 - Crazy Horse Post-Closure Fund</u></b>							
131 9316 CH Corrective Action Program	253,000	0	0	0.0 %	253,000	0	253,000
131 9319 CH LFG System Improvements	146,500	0	0	0.0 %	146,500	0	146,500
131 9321 CH Postclosure Maintenance	763,681	57,603	391,684	51.3 %	371,997	6,945	365,052
<b>Total Fund 131 - Crazy Horse Post-Closure</b>	<b>1,163,181</b>	<b>57,603</b>	<b>391,684</b>	<b>33.7 %</b>	<b>771,497</b>	<b>6,945</b>	<b>764,552</b>
<b><u>Fund 141 - Lewis Road Post-Closure Fund</u></b>							
141 9402 LR LFG Well Replacement	50,000	0	0	0.0 %	50,000	0	50,000
141 9403 LR Postclosure Maintenance	330,532	24,746	184,878	55.9 %	145,654	4,195	141,459
<b>Total Fund 141 - Lewis Road Post-Closure F</b>	<b>380,532</b>	<b>24,746</b>	<b>184,878</b>	<b>48.6 %</b>	<b>195,654</b>	<b>4,195</b>	<b>191,459</b>
<b><u>Fund 161 - Jolon Road Post-Closure Fund</u></b>							
161 9604 JR Postclosure Maintenance	369,616	14,254	230,702	62.4 %	138,915	0	138,915
<b>Total Fund 161 - Jolon Road Post-Closure F</b>	<b>369,616</b>	<b>14,254</b>	<b>230,702</b>	<b>62.4 %</b>	<b>138,915</b>	<b>0</b>	<b>138,915</b>
<b><u>Fund 180 - Expansion Fund</u></b>							
180 9110 Sun Street Office Purchase	4,017,000	3,894,243	3,944,243	98.2 %	72,757	0	72,757
180 9804 Long Range Facility Needs EIR	335,395	0	0	0.0 %	335,395	0	335,395
180 9806 Long Range Financial Model	28,388	0	0	0.0 %	28,388	0	28,388
180 9807 GOE Autoclave Final Project	100,000	0	0	0.0 %	100,000	0	100,000
<b>Total Fund 180 - Expansion Fund</b>	<b>4,480,783</b>	<b>3,894,243</b>	<b>3,944,243</b>	<b>88.0 %</b>	<b>536,540</b>	<b>0</b>	<b>536,540</b>
<b><u>Fund 211 - Grants</u></b>							
211 9220 Tire Amnesty 2019-20	4,121	0	3,675	89.2 %	447	0	447
211 9228 Tire Amnesty 2021-22	77,757	28,490	32,794	42.2 %	44,963	0	44,963
211 9229 Carton Council of North America	5,000	0	5,000	100.0 %	0	0	0
211 9230 SB1383 Local Assistance Grant Pr	332,235	0	0	0.0 %	332,235	0	332,235
211 9247 Cal Recycle - CCPP	12,559	19	12,559	100.0 %	0	0	0
211 9257 Cal Recycle - 2019-20 CCPP	15,910	0	15,910	100.0 %	0	0	0
211 9258 Cal Recycle - 2020-21 CCPP	21,552	3,421	18,192	84.4 %	3,360	0	3,360



# Salinas Valley Solid Waste Authority

## Consolidated CIP Expenditure Report

For Period Ending June 30, 2022

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
211 9261 Cal Recycle - 2021-22 CCP	21,393	0	0	0.0 %	21,393	0	21,393
<b>Total Fund 211 - Grants</b>	<b>490,527</b>	<b>31,931</b>	<b>88,130</b>	<b>18.0 %</b>	<b>402,398</b>	<b>0</b>	<b>402,398</b>
<b>Fund 216 - Reimbursement Fund</b>							
216 9802 Autoclave Demonstration Unit	141,499	0	0	0.0 %	141,499	0	141,499
216 9804 Long Range Facility Needs EIR	180,062	0	0	0.0 %	180,062	0	180,062
<b>Total Fund 216 - Reimbursement Fund</b>	<b>321,560</b>	<b>0</b>	<b>0</b>	<b>0.0 %</b>	<b>321,560</b>	<b>0</b>	<b>321,560</b>
<b>Fund 800 - Capital Improvement Projects Fund</b>							
800 9104 Organics System Expansion Study	31,756	0	0	0.0 %	31,756	0	31,756
800 9105 Concrete Grinding	80,000	0	75,386	94.2 %	4,614	0	4,614
800 9107 Scale House Software Upgrade	100,000	0	0	0.0 %	100,000	0	100,000
800 9108 Emergency Generators	222,568	156,922	163,052	73.3 %	59,515	0	59,515
800 9109 Organics Infrastructure Upgrades	3,000,000	0	0	0.0 %	3,000,000	0	3,000,000
800 9214 Organics Program 2016-17	563,340	502	27,606	4.9 %	535,733	0	535,733
800 9222 Community-Based Social Marketing	170,000	15,492	120,000	70.6 %	50,000	39,900	10,100
800 9223 Outdoor Education Center	185,000	108,139	128,037	69.2 %	56,963	0	56,963
800 9501 JC LFG System Improvements	109,465	6,600	20,122	18.4 %	89,343	0	89,343
800 9505 JC Partial Closure	100,000	3,506	58,455	58.5 %	41,545	0	41,545
800 9506 JC Litter Control Barrier	70,490	0	15,865	22.5 %	54,625	0	54,625
800 9507 JC Corrective Action	260,362	0	77,048	29.6 %	183,314	0	183,314
800 9509 JC Groundwater Well	250,000	0	15,550	6.2 %	234,450	37,473	196,978
800 9526 JC Equipment Replacement	1,216,025	0	0	0.0 %	1,216,025	0	1,216,025
800 9527 JC Module Engineering and Constr	2,149,120	36,102	1,223,684	56.9 %	925,436	15,834	909,603
800 9528 Roadway Improvements	300,049	0	0	0.0 %	300,049	0	300,049
800 9601 JR Transfer Station Improvements	357,138	0	0	0.0 %	357,138	0	357,138
800 9602 JR Equipment Purchase	240,000	0	0	0.0 %	240,000	182,750	57,250
800 9603 JR Well Replacement	150,000	210	14,378	9.6 %	135,622	37,263	98,360
800 9701 SSTS Equipment Replacement	598,568	0	663,906	110.9 %	(65,338)	0	(65,338)

# Salinas Valley Solid Waste Authority

## Consolidated CIP Expenditure Report For Period Ending June 30, 2022

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
800 9703 SSTS Improvements and Cleanup	160,934	0	0	0.0 %	160,934	0	160,934
<b>Total Fund 800 - Capital Improvement Proje</b>	<b>10,314,814</b>	<b>327,472</b>	<b>2,603,091</b>	<b>25.2 %</b>	<b>7,711,723</b>	<b>313,218</b>	<b>7,398,505</b>
<b>Total CIP Expenditures</b>	<b>17,521,014</b>	<b>4,350,248</b>	<b>7,442,727</b>	<b>42.5 %</b>	<b>10,078,286</b>	<b>324,358</b>	<b>9,753,928</b>

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29121	ALESHIRE & WYNDER, LLP Legal Services	6/2/2022	20,515.53	20,515.53
29122	ASBURY ENVIRONMENTAL SERVICES HHW Hauling & Disposal	6/2/2022	95.00	95.00
29123	Association of Public Treasurers of the United States and Canada APTUSC Annual Conference	6/2/2022	399.00	399.00
29124	AT&T SERVICES INC All Sites Telephone Services	6/2/2022	601.70	601.70
29125	AUTOZONE LLC. All Sites Vehicle & Equipment Maintenance	6/2/2022	1,961.04	1,961.04
29126	**Void**	6/2/2022	-	-
29127	**Void**	6/2/2022	-	-
29128	**Void**	6/2/2022	-	-
29129	BIZON GROUP INC Customized Shipping Containers (5)	6/2/2022	106,234.88	106,234.88
29130	CALIFORNIA WATER SERVICE SS & JRTS Water Services	6/2/2022	335.39	335.39
29131	CLARK PEST CONTROL, INC Building Termite Inspection	6/2/2022	2,500.00	2,500.00
29132	COAST COUNTIES TRUCK & EQUIPMENT CO. SS Vehicle Maintenance	6/2/2022	2,296.76	2,296.76
29133	COMMERCIAL TRUCK COMPANY JC Vehicle Maintenance	6/2/2022	410.48	410.48
29134	CONSOLIDATED FABRICATORS CORP Organics Dropbox Container	6/2/2022	11,781.91	11,781.91
29135	F.A.S.T. SERVICES Monthly Board Interpreting Services	6/2/2022	180.00	180.00
29136	FEDEX RR Overnight Shipments	6/2/2022	25.52	25.52
29137	FULL STEAM STAFFING LLC SS Contract Labor	6/2/2022	1,008.00	1,008.00
29138	GOLDEN STATE TRUCK & TRAILER REPAIR All Sites Equipment & Vehicle Maintenance	6/2/2022	1,145.67	1,145.67

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29139	GONZALES ACE HARDWARE All Sites Facility & Vehicle Maintenance	6/2/2022	208.95	208.95
29140	GRAINGER SS Safety Supplies	6/2/2022	69.26	69.26
29141	GUARDIAN SAFETY AND SUPPLY, LLC All Sites Janitorial Services	6/2/2022	1,040.71	1,040.71
29142	HOPE SERVICES Monthly SS Litter Abatement	6/2/2022	15,874.31	15,874.31
29143	INFINITY STAFFING SERVICES, INC. JC Contract Labor	6/2/2022	2,444.30	2,444.30
29144	MISSION LINEN SUPPLY All Sites Uniforms	6/2/2022	377.78	377.78
29145	PARMA - PUBLIC AGENCY RISK MANAGERS ASSOCIATION Annual Membership	6/2/2022	150.00	150.00
29146	PROBUILD COMPANY LLC JC Facility Maintenance	6/2/2022	140.91	140.91
29147	QUINN COMPANY Emergency Generators	6/2/2022	114,629.84	114,629.84
29148	QUINN COMPANY All Sites Equipment & Vehicle Maintenance	6/2/2022	1,533.58	1,533.58
29149	QUINN COMPANY Emergency Generators	6/2/2022	42,291.88	42,291.88
29150	S. GRONER ASSOCIATES SGA Marketing Contract	6/2/2022	56,333.10	56,333.10
29151	SHARPS SOLUTIONS, LLC HHW Hauling & Disposal	6/2/2022	300.00	300.00
29152	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	6/2/2022	37,708.62	37,708.62
29153	TELCO BUSINESS SOLUTIONS Monthly Network Support	6/2/2022	245.35	245.35
29154	UNITED RENTALS (NORTHWEST), INC JC Equipment Maintenance	6/2/2022	1,446.01	1,446.01
29155	VISION RECYCLING INC Monthly Organics & C&D Processing	6/2/2022	111,476.91	111,476.91
29156	WEST COAST RUBBER RECYCLING, INC All Sites Tire Diversion	6/2/2022	8,250.00	8,250.00

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29157	WESTERN EXTERMINATOR COMPANY SS Exterminator Services	6/2/2022	338.45	338.45
29158	ASBURY ENVIRONMENTAL SERVICES HHW Hauling & Disposal	6/9/2022	190.00	190.00
29159	AT&T SERVICES INC All Sites Telephone Services	6/9/2022	586.35	586.35
29160	BECKS SHOES AND REPAIR SS Safety Supplies	6/9/2022	417.88	417.88
29161	BLUE STRIKE ENVIRONMENTAL Special Event Recycling	6/9/2022	1,800.00	1,800.00
29162	COAST COUNTIES TRUCK & EQUIPMENT CO. SS Vehicle Maintenance	6/9/2022	4,013.07	4,013.07
29163	COMMERCIAL TRUCK COMPANY SS Vehicle Maintenance	6/9/2022	1.62	1.62
29164	CSC OF SALINAS/YUMA JC Org Facility Maintenance	6/9/2022	376.31	376.31
29165	EAST BAY TIRE CO. JC Vehicle Maintenance	6/9/2022	441.61	441.61
29166	ERNEST BELL D. JR All Sites Janitorial Services	6/9/2022	3,474.00	3,474.00
29167	F.A.S.T. SERVICES Monthly Board Interpreting Services	6/9/2022	180.00	180.00
29168	FEDEX Ops Adm Overnight Shipments	6/9/2022	46.11	46.11
29169	FRESNO OXYGEN SS Vehicle Maintenance	6/9/2022	68.95	68.95
29170	FULL STEAM STAFFING LLC JC Contract Labor	6/9/2022	2,869.36	2,869.36
29171	GOLDEN STATE TRUCK & TRAILER REPAIR All Sites Equipment & Vehicle Maintenance	6/9/2022	491.10	491.10
29172	GONZALES ACE HARDWARE All Sites Facility & Vehicle Maintenance	6/9/2022	345.77	345.77
29173	GREEN RUBBER - KENNEDY AG, LP JC Maintenance Supplies	6/9/2022	1,896.48	1,896.48
29174	GREEN VALLEY INDUSTRIAL SUPPLY, INC SS Vehicle Maintenance	6/9/2022	37.49	37.49

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29175	GUARDIAN SAFETY AND SUPPLY, LLC All Sites Janitorial Services	6/9/2022	1,149.84	1,149.84
29176	HERC RENTALS INC. All Sites Equipment Rental	6/9/2022	2,045.77	2,045.77
29177	JT HOSE & FITTINGS All Sites Equipment Maintenance Supplies	6/9/2022	457.31	457.31
29178	KING CITY HARDWARE INC. JR Facility Maintenance	6/9/2022	25.84	25.84
29179	MISSION LINEN SUPPLY All Sites Uniforms	6/9/2022	328.02	328.02
29180	OLYMPIC WIRE & EQUIPMENT, INC. Depackager Repair Supplies	6/9/2022	9,379.69	9,379.69
29181	PACE ANALYTICAL SERVICES, LLC All Sites Lab Analysis	6/9/2022	60.00	60.00
29182	QUINN COMPANY JC Equipment Maintenance	6/9/2022	2,032.04	2,032.04
29183	R.D. OFFUTT COMPANY JC Equipment Maintenance	6/9/2022	1,019.48	1,019.48
29184	REFRIGERATION SUPPLIES DISTRIBUTOR HHW Disposal Supplies	6/9/2022	195.00	195.00
29185	SAFETEQUIP SS Safety Supplies	6/9/2022	164.52	164.52
29186	SCS FIELD SERVICES All Sites Remote Monitoring Engineering Services	6/9/2022	925.00	925.00
29187	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	6/9/2022	1,591.22	1,591.22
29188	SPECIALTY DISTRIBUTORS INC. JC Facility Maintenance	6/9/2022	220.16	220.16
29189	T. M. FITZGERALD & ASSOCIATES RR - Recycle Blue 20 gallons containers CRV	6/9/2022	3,421.43	3,421.43
29190	US BANK CORPORATE PAYMENT SYSTEM Monterey Bay Jobs: RR Recruitment Posting Fred Pryor: HR Training Office Depot: Admin Office Supplies Walmart: Admin Office Supplies Experian: Credit Checks Amazon: All Sites Safety Supplies Intermedia: Monthly Exchange Server Hosting Smart N Final: Employee Recognition Supplies Smart N Final: Employee Recognition Supplies GFOA: Finance Training Registration	6/9/2022	306.00 679.00 15.72 128.92 49.95 342.15 440.40 32.53 31.02 149.00	

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
	Amazon: Admin Office Supplies		78.63	
	Harbor Freight: RR Supplies		21.82	
	ATT.COM: JC Internet Service		70.00	
	Amazon: JC Maintenance Supplies		179.37	
	Gino's: Employee Recognition		759.97	
	Smart & Final: Employee Appreciation		37.55	
	La Plaza Bakery: Board Meeting Supplies		162.20	
	Zoom: Monthly Subscription		146.96	
	Amazon: JC Facility Maintenance		142.20	
	Amazon: JC Organics Supplies		17.23	
	Lowes: SS Special Dept Supplies		16.37	
	Lowes: SS Special Dept Supplies		927.53	
	Indeed: RR Recruitment		102.93	
	SWANA Career Center: RR Recruitment Posting		295.00	
	Smart & Final: Executive Committee Meeting		12.71	
	Mike's Pizza: Board Meeting Supplies		240.68	
	Amazon: JC Safety Supplies		301.63	
	Roberts Catering: Employee Appreciation		500.00	
	Amazon: Admin Office Supplies		10.49	
	Bon: JC Facility Maintenance		391.62	
	Amazon: Admin Vehicle Supplies		85.56	
				6,675.14
29191	**Void**	6/9/2022	-	
				-
29192	**Void**	6/9/2022	-	
				-
29193	**Void**	6/9/2022	-	
				-
29194	**Void**	6/9/2022	-	
				-
29195	ZORO Rotary Surface Cleaner, 28 In	6/9/2022	1,267.51	
				1,267.51
29196	A & G PUMPING, INC JC Org & JR Portable Toilets	6/16/2022	457.13	
				457.13
29197	ACTION RESEARCH Community Based Social Marketing	6/16/2022	15,491.89	
				15,491.89
29198	AGRI-FRAME, INC JC Facility Maintenance	6/16/2022	168.73	
				168.73
29199	AMERICAN SUPPLY CO. All Sites Janitorial Supplies	6/16/2022	383.03	
				383.03
29200	ASBURY ENVIRONMENTAL SERVICES HHW Hauling & Disposal	6/16/2022	95.00	
				95.00
29201	BECKS SHOES AND REPAIR JC Safety Supplies	6/16/2022	418.97	
				418.97

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29202	CAMILLE A. SMITH RR Retreat Facilitator	6/16/2022	3,750.00	3,750.00
29203	CESAR ZUÑIGA Ops Special Dept Supplies	6/16/2022	2,731.07	2,731.07
29204	CITIZEN COMMUNICATIONS LLC Recyclist Data Import	6/16/2022	500.00	500.00
29205	CITY OF GONZALES JC Water Service	6/16/2022	104.40	104.40
29206	CLARK PEST CONTROL, INC Ops Adm Exterminator Services	6/16/2022	100.00	100.00
29207	CLINTON HENDRICKS GFOA Annual Conference - Travel Reimbursement	6/16/2022	1,554.91	1,554.91
29208	DATAFLOW BUSINESS SYSTEMS INC. Printer Network Support	6/16/2022	55.73	55.73
29209	EDUARDO ARROYO JC Facility Maintenance	6/16/2022	17,000.00	17,000.00
29210	FEDEX Ops Adm Overnight Shipments	6/16/2022	16.54	16.54
29211	FRANCISCAN WORKERS OF JUNIPERO SERRA EFR Pilot Grant Program Award	6/16/2022	10,000.00	10,000.00
29212	GEOLOGIC ASSOCIATES, INC. JC Engineering Services	6/16/2022	4,138.00	4,138.00
29213	GOLDEN STATE TRUCK & TRAILER REPAIR All Sites Equipment & Vehicle Maintenance	6/16/2022	1,041.29	1,041.29
29214	GONZALES TIRE & AUTO SUPPLY All Sites Equipment & Vehicle Maintenance	6/16/2022	526.05	526.05
29215	GREEN VALLEY INDUSTRIAL SUPPLY, INC SS Vehicle Maintenance	6/16/2022	102.39	102.39
29216	GUARDIAN SAFETY AND SUPPLY, LLC JC Safety Supplies	6/16/2022	1,094.13	1,094.13
29217	GUERITO SS & JC Portable Toilets	6/16/2022	1,243.00	1,243.00
29218	HERC RENTALS INC. JC Equipment Rental	6/16/2022	814.22	814.22
29219	HOPE SERVICES Monthly SS Litter Abatement	6/16/2022	13,791.82	13,791.82



**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29220	INFINITY STAFFING SERVICES, INC. JC Contract Labor	6/16/2022	4,240.70	4,240.70
29221	JT HOSE & FITTINGS All Sites Equipment Maintenance Supplies	6/16/2022	814.66	814.66
29222	KING CITY HARDWARE INC. JR Facility Maintenance	6/16/2022	49.81	49.81
29223	LANDSCAPE MAINTENANCE OF AMERICA RR Litter Abatement	6/16/2022	650.00	650.00
29224	Maestro Health FSA Service Fee	6/16/2022	150.00	150.00
29225	MEALS ON WHEELS OF THE SALINAS VALLEY, INC EFR Pilot Grant Program Award	6/16/2022	10,000.00	10,000.00
29226	MISSION LINEN SUPPLY All Sites Uniforms	6/16/2022	57.31	57.31
29227	New SV Media Notice Of Public Hearing Salinas Valley Fair Program	6/16/2022	445.00 599.00	1,044.00
29228	ODP BUSINESS SOLUTIONS, LLC All Sites Office Supplies	6/16/2022	761.76	761.76
29229	PACIFIC CREST ENGINEERING INC JC Engineering Services	6/16/2022	1,565.00	1,565.00
29230	PAJARO VALLEY LOAVES AND FISHES, INC. EFR Pilot Grant Program Award	6/16/2022	10,000.00	10,000.00
29231	PENINSULA MESSENGER LLC All Sites Courier Service	6/16/2022	1,132.00	1,132.00
29232	PINNACLE MEDICAL GROUP, Inc. A Professional Corporation Hep B Vaccine	6/16/2022	80.00	80.00
29233	PITNEY BOWES - POSTAGE Adm Postage	6/16/2022	417.93	417.93
29234	PURE WATER BOTTLING All Sites Water Service	6/16/2022	258.30	258.30
29235	QUINN COMPANY JC Equipment Maintenance	6/16/2022	10,601.55	10,601.55
29235	QUINN COMPANY All Sites Equipment & Vehicle Maintenance	6/16/2022	(10,601.55)	(10,601.55)
29235	QUINN COMPANY All Sites Equipment & Vehicle Maintenance	6/16/2022	41.36	41.36

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29235	QUINN COMPANY All Sites Equipment & Vehicle Maintenance	6/16/2022	(41.36)	(41.36)
29236	RAMON N VALLEJO HR Livescans	6/16/2022	57.00	57.00
29237	REPUBLIC SERVICES #471 Ops Adm Building Monthly Trash	6/16/2022	85.30	85.30
29238	ROSSI BROS TIRE & AUTO SERVICE JC Vehicle & Equipment Maintenance	6/16/2022	43,632.54	43,632.54
29239	**Void**	6/16/2022	-	-
29240	**Void**	6/16/2022	-	-
29241	SALINAS NEWSPAPERS, INC. Notice Of Public Hearing	6/16/2022	455.84	455.84
29242	SAN BENITO SUPPLY, CONSTRUCTION, CONCRETE & QUARRY JC Facility Maintenance	6/16/2022	3,908.91	3,908.91
29243	SAUL CARDENAS-IBARRA Business Recycling Video	6/16/2022	3,710.00	3,710.00
29244	SCS ENGINEERS JC Engineering Services	6/16/2022	6,600.00	6,600.00
29245	SCS FIELD SERVICES All Sites Routine & Non Routine Engineering Services	6/16/2022	20,360.00	20,360.00
29246	SECURITY SHORING & STEEL PLATES, INC. SS Equipment Rental	6/16/2022	429.00	429.00
29247	SHORELINE COMMUNITY CHURCH OF THE MONTEREY PENINSULA EFR Pilot Grant Program Award	6/16/2022	10,000.00	10,000.00
29248	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	6/16/2022	24,869.36	24,869.36
29249	Southern Counties Oil Co., a CA Limited Partnership SS & JR Monthly Fuel	6/16/2022	6,732.62	6,732.62
29250	STERICYCLE, INC Adm Shredding Services	6/16/2022	110.54	110.54
29251	SUPERIOR BAG All Sites Office Supplies	6/16/2022	256.46	256.46
29252	TRUCKSIS ENTERPRISES INCORPORATED RR- Public Outreach Residential Organic Flyers	6/16/2022	1,848.53	1,848.53

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29253	VALERIO VARELA JR SS, JC & JR Vehicle Maintenance	6/16/2022	3,175.00	3,175.00
29254	VICTORY MISSION, INC. EFR Pilot Grant Program Award	6/16/2022	10,000.00	10,000.00
29255	VOSTI'S INC All Sites Facility Supplies	6/16/2022	594.38	594.38
29256	WEST COAST RUBBER RECYCLING, INC Tire Amnesty Tire Diversion	6/16/2022	15,840.00	15,840.00
29257	WESTERN EXTERMINATOR COMPANY All Sites Vector Control	6/16/2022	169.55	169.55
29258	WHITE CAP, L.P. JC Facility Maintenance	6/16/2022	4,170.95	4,170.95
29259	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION Monthly Vehicle Fuel	6/16/2022	3,430.45	3,430.45
29260	A & G PUMPING, INC JR Water Service	6/23/2022	500.00	500.00
29261	ADMANOR, INC CCRMC Monthly Media & Marketing Service Sun St Closure Media Campaign	6/23/2022	15,589.31 3,432.50	19,021.81
29262	AMERICAN SUPPLY CO. JC Facility Maintenance	6/23/2022	2,308.01	2,308.01
29263	AT&T SERVICES INC Ops Adm Telephone Service	6/23/2022	382.66	382.66
29264	BLUE STRIKE ENVIRONMENTAL SB 1388 Edible Food Recovery	6/23/2022	3,623.65	3,623.65
29265	CORE & MAIN LP JC Facility Maintenance	6/23/2022	5,189.66	5,189.66
29266	DON CHAPIN INC JC Facility Maintenance	6/23/2022	22,009.44	22,009.44
29267	ENRIQUE CARRILLO JR. SS & JC Equipment & Vehicle Maintenance	6/23/2022	12,646.94	12,646.94
29268	FULL STEAM STAFFING LLC All Sites Contract Labor	6/23/2022	5,793.34	5,793.34
29269	GEOLOGIC ASSOCIATES, INC. All Sites Non Routine GW Monitoring Groundwater Monitoring Services JC & JR Hydro. and Well Construction Eng.	6/23/2022	4,844.25 48,335.90 210.00	53,390.15

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29270	GOLDEN STATE TRUCK & TRAILER REPAIR All Sites Equipment & Vehicle Maintenance	6/23/2022	746.09	746.09
29271	GONZALES ACE HARDWARE All Sites Facility Maintenance	6/23/2022	49.98	49.98
29272	GRAINGER SS Safety Supplies	6/23/2022	124.56	124.56
29273	GREEN VALLEY INDUSTRIAL SUPPLY, INC SS Vehicle Maintenance	6/23/2022	74.24	74.24
29274	GUARDIAN SAFETY AND SUPPLY, LLC SS Safety Supplies	6/23/2022	104.87	104.87
29275	INFINITY STAFFING SERVICES, INC. JC Contract Labor	6/23/2022	1,681.95	1,681.95
29276	JT HOSE & FITTINGS All Sites Equipment Maintenance	6/23/2022	1,983.59	1,983.59
29277	MANUEL TINAJERO SS & CH Landscaping Services	6/23/2022	2,850.00	2,850.00
29278	MISSION LINEN SUPPLY All Sites Uniform Service	6/23/2022	1,181.54	1,181.54
29279	ODP BUSINESS SOLUTIONS, LLC All Sites Office Supplies	6/23/2022	616.72	616.72
29280	OLYMPIC WIRE & EQUIPMENT, INC. JC Org Facility Maintenance	6/23/2022	1,466.12	1,466.12
29281	ONE STOP AUTO CARE/V & S AUTO CARE, INC RR Vehicle Maintenance	6/23/2022	199.64	199.64
29282	PACE ANALYTICAL SERVICES, LLC CH Lab Analysis	6/23/2022	3,197.00	3,197.00
29283	PACIFIC WASTE SERVICES JC Engineering Services	6/23/2022	1,941.00	1,941.00
29284	PINNACLE MEDICAL GROUP, Inc. A Professional Corporation Pre-Employment Physical	6/23/2022	110.00	110.00
29285	PURE WATER BOTTLING SS Water Service	6/23/2022	99.00	99.00
29286	QUINN COMPANY All Sites Equipment & Vehicle Maintenance	6/23/2022	12,027.12	12,027.12
29287	R.D. OFFUTT COMPANY JC Equipment Maintenance	6/23/2022	75.28	75.28

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29288	RONNIE G. REHN SS Facility Maintenance	6/23/2022	502.00	502.00
29289	ROSSI BROS TIRE & AUTO SERVICE JC Org Equipment Maintenance	6/23/2022	11,375.21	11,375.21
29290	SAN BENITO SUPPLY, CONSTRUCTION, CONCRETE & QUARRY JC Facility Maintenance	6/23/2022	209.36	209.36
29291	SCS FIELD SERVICES JC Non-Routine Services	6/23/2022	4,733.36	4,733.36
29292	SHARPS SOLUTIONS, LLC HHW Hauling & Disposal	6/23/2022	200.00	200.00
29293	SOCIAL VOCATIONAL SERVICES, INC. JC Litter Abatement	6/23/2022	7,990.00	7,990.00
29294	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	6/23/2022	41,426.30	41,426.30
29295	STURDY OIL COMPANY SS Vehicle Maintenance	6/23/2022	250.00	250.00
29296	VALERIO VARELA JR All Sites Equipment Maintenance	6/23/2022	2,775.00	2,775.00
29297	VALLEY FABRICATION, INC. All Sites Facility Maintenance	6/23/2022	428.58	428.58
29298	VALLEY TROPHIES & DETECTORS RR Nameplate	6/23/2022	18.03	18.03
29299	ADMANOR, INC CCRMC Monthly Media & Marketing Service	6/29/2022	9,951.01	9,951.01
29300	ALESHIRE & WYNDER, LLP Legal Services	6/29/2022	32,036.40	32,036.40
29301	ASBURY ENVIRONMENTAL SERVICES HHW Hauling & Disposal	6/29/2022	95.00	95.00
29302	AT&T SERVICES INC All Sites Telephone Service	6/29/2022	806.12	806.12
29303	AUTOZONE LLC. All Sites Equipment Maintenance	6/29/2022	143.16	143.16
29304	CALIFORNIA WATER SERVICE JR Water Services	6/29/2022	471.92	471.92
29305	CITY OF GONZALES Monthly Hosting Fee	6/29/2022	20,833.33	20,833.33

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29306	CLEAN EARTH ENVIRONMENTAL SOLUTIONS, INC. Monthly HHW Disposal Service Monthly HHW Disposal Supplies	6/29/2022	30,987.30 4,358.11	35,345.41
29307	COAST COUNTIES TRUCK & EQUIPMENT CO. SS Vehicle Maintenance	6/29/2022	1,502.18	1,502.18
29308	COASTLINE MARKETING GROUP, INC. Website Services	6/29/2022	11,400.00	11,400.00
29309	CSC OF SALINAS/YUMA SS Vehicle Maintenance	6/29/2022	37.30	37.30
29310	CUTTING EDGE SUPPLY JC Equipment Maintenance	6/29/2022	516.81	516.81
29311	EAST BAY TIRE CO. JC Equipment Maintenance	6/29/2022	336.21	336.21
29312	F.A.S.T. SERVICES Monthly Board Interpreting Services	6/29/2022	180.00	180.00
29313	FULL STEAM STAFFING LLC All Sites Contract Labor	6/29/2022	2,715.30	2,715.30
29314	GOLDEN STATE TRUCK & TRAILER REPAIR All Sites Equipment Maintenance	6/29/2022	1,610.80	1,610.80
29315	GONZALES ACE HARDWARE JC Facility Maintenance Supplies	6/29/2022	180.59	180.59
29316	GREEN RUBBER - KENNEDY AG, LP JC & SS Facility Maintenance Supplies	6/29/2022	1,041.98	1,041.98
29317	GUARDIAN SAFETY AND SUPPLY, LLC JC Safety Supplies	6/29/2022	72.41	72.41
29318	Hartford Fire Insurance Company Surety Bond - GM	6/29/2022	2,750.00	2,750.00
29319	INFINITY STAFFING SERVICES, INC. JC Contract Labor	6/29/2022	1,935.89	1,935.89
29320	ISCO INDUSTRIES INC CH, LR & JC Maintenance Supplies	6/29/2022	32,800.18	32,800.18
29321	JT HOSE & FITTINGS All Sites Equipment Maintenance Supplies	6/29/2022	567.96	567.96
29322	JULIO GIL JC Facility Maintenance	6/29/2022	718.30	718.30
29323	KANTOLA TRAINING SOLUTIONS LLC DE&I Employee Training	6/29/2022	599.00	599.00

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29324	KEETON INDUSTRIES INC. JC Construction Supplies	6/29/2022	502.21	502.21
29325	MANUEL PEREA TRUCKING, INC. CH & JC Hauling Services	6/29/2022	660.00	660.00
29326	MANUEL TINAJERO CH Landscaping Services	6/29/2022	2,100.00	2,100.00
29327	MISSION LINEN SUPPLY JC & Organics Uniforms	6/29/2022	411.42	411.42
29328	New SV Media Notice of Public Hearing	6/29/2022	445.00	445.00
29329	ODP BUSINESS SOLUTIONS, LLC All Sites Office Supplies	6/29/2022	896.91	896.91
29330	OLYMPIC WIRE & EQUIPMENT, INC. JC Org Special Dept Supplies	6/29/2022	436.79	436.79
29331	ONE STOP AUTO CARE/V & S AUTO CARE, INC RR Vehicle Maintenance	6/29/2022	30.00	30.00
29332	PENINSULA PLASTICS LIMITED RR- Public Outreach Organic Bins	6/29/2022	7,045.60	7,045.60
29333	PINNACLE MEDICAL GROUP, Inc. A Professional Corporation DOT Medical Renewal	6/29/2022	130.00	130.00
29334	QUINN COMPANY All Sites Equipment & Vehicle Maintenance	6/29/2022	10,352.55	10,352.55
29335	**Void**	6/29/2022	-	-
29336	RODDY TREVINO Medical DOT renewal - Roddy Trevino	6/29/2022	150.00	150.00
29337	ROSENDO Z. FELIX JC Maintenance Supplies	6/29/2022	655.00	655.00
29338	SALINAS FALSE ALARM REDUCTION PROGRAM Bldg. Alarm Services	6/29/2022	48.00	48.00
29339	SCALES UNLIMITED JR Scale Maintenance	6/29/2022	1,386.70	1,386.70
29340	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	6/29/2022	15,952.72	15,952.72
29341	SSB Contracting Inc. Roof Inspection	6/29/2022	950.00	950.00

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 6/1/2022 to 6/30/2022**

Check #	Name	Check Date	Amount	Check Total
29342	STEVEN M. POUDRIER All Sites Vehicle supplies	6/29/2022	449.24	449.24
29343	The EcoHero Show LLC School Assembly Program	6/29/2022	825.00	825.00
29344	VALERIO VARELA JR JC Equipment Maintenance	6/29/2022	15,915.00	15,915.00
29345	VERIZON WIRELESS SERVICES Monthly Internet Service	6/29/2022	152.04	152.04
29346	WEST COAST RUBBER RECYCLING, INC JC Tire Amnesty	6/29/2022	1,980.00	1,980.00
29347	WESTERN EXTERMINATOR COMPANY SS Exterminator Services	6/29/2022	338.45	338.45
29348	WESTERN TRAILER COMPANY JR Vehicle Maintenance	6/29/2022	2,489.07	2,489.07
29349	ZORO JC Facility Maintenance Supplies	6/29/2022	772.18	772.18
22-00563-DFT	PACIFIC GAS AND ELECTRIC COMPANY All Sites CNG	6/13/2022	5,501.60	5,501.60
22-00564-DFT	PACIFIC GAS AND ELECTRIC COMPANY All Sites Electrical Services	6/13/2022	15,578.94	15,578.94
22-00580-DFT	First American Title Insurance Company National Commercial Services Office Building Purchase	6/13/2022	50,000.00	50,000.00
22-00603-DFT	First American Title Insurance Company National Commercial Services Office Building Purchase	6/29/2022	3,836,744.08	3,836,744.08
22-00605-DFT	First American Title Insurance Company National Commercial Services Endorsement (O) 28	6/30/2022	749.00	749.00
	Subtotal			5,215,378.07
	Payroll Disbursements			548,278.45
	Grand Total			5,763,656.52





## Report to the Board of Directors

### ITEM NO. 4

Finance and Administration Manager/  
Controller/Treasurer

General Manager/CAO

N/A

General Legal Counsel

**Date:** August 18, 2022

**From:** C. Ray Hendricks, Finance and Administration Manager

**Title:** June 2022 Quarterly Investments Report

### RECOMMENDATION

Staff requests that the Executive Committee recommend that the Board accepts the June 2022 Quarterly Investments Report.

The investment policy requires that the treasurer render an investment report to the Board of Directors at the first regular Board Meeting occurring after the end of each calendar quarter. Since there was no Board Meeting in July, this item is being presented in August.

### STRATEGIC PLAN RELATIONSHIP

This agenda item is a routine operational item and does not relate to the Authority's strategic plan.

### FISCAL IMPACT

None

### DISCUSSION & ANALYSIS

The vast majority, \$32,500,403.03 (99.04%), of the Authority's investment portfolio is invested in the State's Local Agency Investment Fund (LAIF). For the month ended June 30, 2022, the LAIF effective yield was 0.861%. LAIF is invested as part of the State's Pooled Money Investment Account (PMIA) with a total of \$234.5 Billion as of June 30, 2022. The Authority's LAIF investment of \$32,500,403.03 represents .014% of the PMIA. Attached is a summary of the PMIA portfolio as of June 30, 2022.

### ATTACHMENT(S)

1. June 30, 2022 Cash and Investments Report
2. June 30, 2022 PMIA Portfolio Composition and Average Monthly Yields

SALINAS VALLEY SOLID WASTE AUTHORITY

Cash and Investments Report

June 30, 2022

Issuer/Investment	Rate	Balance	Maturity	Moody's Rating
Investments Managed by Authority Treasurer:				
Petty Cash	-	\$ 1,600.00	N/A	N/A
General Checking Account	-	167,587.01	Same day	Aa2
Payroll Checking account	-	217,330.72	Same day	Aa2
General Deposit Account	-	47,200.85	Same day	Aa2
Scalehouse Deposit Account	-	21,145.37	Same day	Aa2
FSA Checking Account	-	8,901.26	Same day	Aa2
LAIF	0.861%	32,500,403.03	Same day	N/A
LAIF - FMV Adjustment		(419,843.52)		
CEPPT Restricted Fund		270,142.86		
		<u>\$ 32,814,467.58</u>		

The Authority has sufficient liquidity to meet expenditure requirements for the next 6 months.





# PMIA/LAIF Performance Report as of 07/18/22



## PMIA Average Monthly Effective Yields<sup>(1)</sup>

June	0.861
May	0.684
Apr	0.523

## Quarterly Performance Quarter Ended 06/30/22

LAIF Apportionment Rate <sup>(2)</sup> :	0.75
LAIF Earnings Ratio <sup>(2)</sup> :	0.00002057622201151
LAIF Fair Value Factor <sup>(1)</sup> :	0.987125414
PMIA Daily <sup>(1)</sup> :	0.99%
PMIA Quarter to Date <sup>(1)</sup> :	0.69%
PMIA Average Life <sup>(1)</sup> :	311

## Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 06/30/22 \$234.5 billion

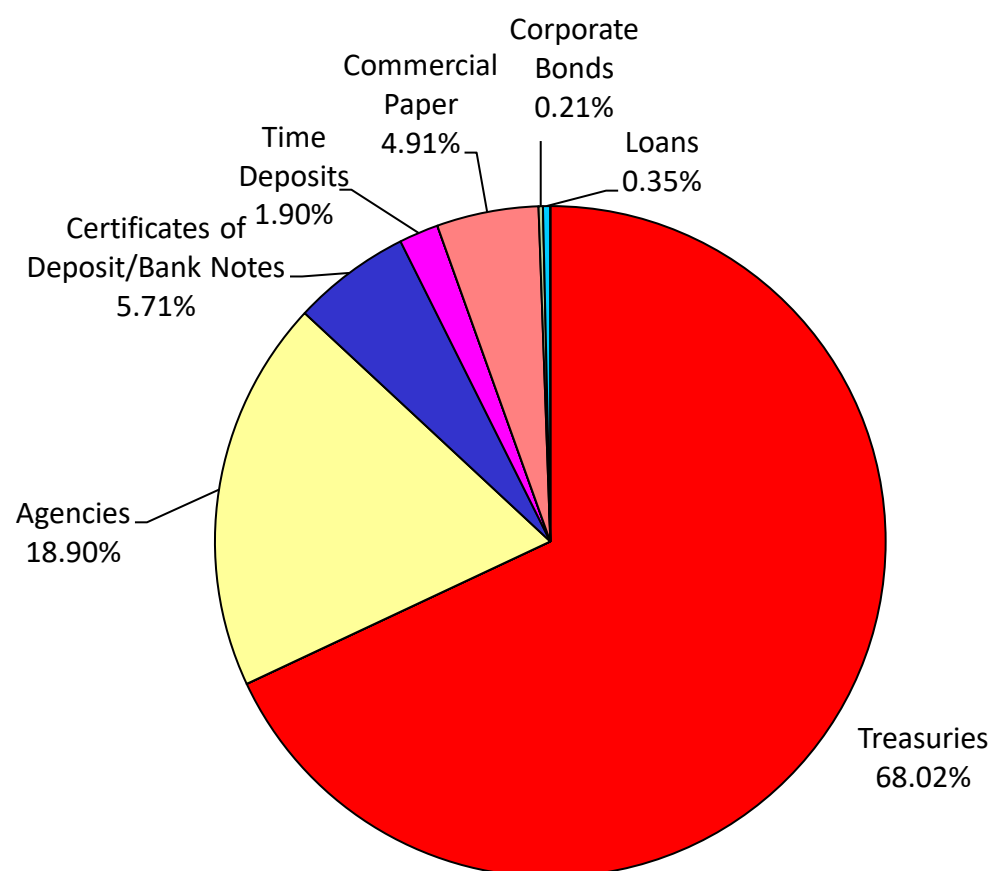


Chart does not include \$4,693,000.00 in mortgages, which equates to 0.002%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> State of California, Office of the Controller



## Report to the Board of Directors

**Date:** August 18, 2022

**From:** Mandy Brooks, Resource Recovery Manager

**Title:** Member and Interagency Activities Report for June & July 2022

### ITEM NO. 5

N/A

Finance and Administration Manager/  
Controller/Treasurer

General Manager/CAO

N/A

Authority General Counsel

### RECOMMENDATION

Staff recommends that the Board accept this item. The report is intended to keep the Board apprised of activities and communications with member agencies and regulators.

### STRATEGIC PLAN RELATIONSHIP

Promote the Value of SVR Services and Programs to the Community.

The Authority provides a wide array of recycling and waste recovery services and programs to the public including local businesses, schools, multifamily complexes and participates in numerous community events and cleanups. Providing monthly reports highlighting these activities ensures that the strategic plan goal is being met.

### FISCAL IMPACT

This agenda item is a routine operational item and does not have a direct budget impact.

### DISCUSSION & ANALYSIS

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

Sun Street Transfer Station: The monthly inspections for the Sun Street Transfer Station were conducted on June 29 & July 27. No areas of concern or violations were noted during the inspections.

Johnson Canyon Landfill & Composting Facility: The monthly inspections for the Johnson Canyon Landfill and Composting Facility were conducted on June 22 and July 26. No violations or areas of concern were noted during the inspections.

Jolon Road Transfer Station: The monthly inspections for Jolon Road Transfer Station were conducted in June & July. No areas of concern or violations were noted for the inspections.

Closed Landfills: The quarterly inspections for Crazy Horse Landfill (*closed*) and Lewis Road Landfill (*closed*) were conducted on June 29. No violations or areas of concern were observed at either facility during the inspections.

#### **Gonzales Clothing Closet**

The clothing closet is open Tuesdays - Thursdays from 3:00pm to 5:00pm.

<b>CY 2022</b>	<b># of Volunteers</b>	<b>Hours</b>	<b>Clothing Items Distributed</b>	<b># of Families Served</b>	<b># of Family Members Served</b>
April 2022	4	65.5	425	26	119
May 2022	3	54	436	23	109
June 2022	3	56	431	21	109
July 2022	3	48	362	21	100
<b>TOTALS</b>	<b>3.25 (AVG)</b>	<b>223.5</b>	<b>1,654</b>	<b>91</b>	<b>437</b>

### **Clean Up Events**

A 2022 community cleanup schedule has been developed by each of the cities/county and franchise haulers and is included in the events list below. Three (3) cleanup events occurred in June with the results from two listed in the table below. The results of the June 11<sup>th</sup> Salinas District 5 event will be included in next month's report.

<b>Date</b>	<b>Location</b>	<b>Hauler/ Volunteer Group</b>	<b>Trash (tons)</b>	<b>Recycling (tons)</b>	<b>ABOP Materials (SVR)</b>	<b>Diversion %</b>
June 11	Gonzales - Fairview Mid. School	TCD/Gon. High School Cross Country & Track Teams	6.5	8.2	1,866 lbs.	59%
June 25	King City – SV Fairgrounds	WM	8.2	5.4	1,500 lbs.	40%

### **FY 21-22 Current and Future Events with SVR Staff Participation**

Gonzales:	08/28/22 11/12/22	Composting Booth, Blue Zones Community Event Community Cleanup & ABOP Event, Fairview Middle School
Greenfield:	08/13/22 10/22/22	<i>CANCELLED - Cleanup &amp; ABOP Event, Public Works Yard</i> Community Cleanup & ABOP Event, Public Works Yard
King City:	08/21/22 09/13/22 11/05/22	Composting Booth, Blue Zones Community Event Trashion Show, SV Fairgrounds Community Cleanup & ABOP Event, SV Fairgrounds
Salinas:	08/08/22 08/13/22 08/16/22 08/20/22 08/27/22 08/29/22 09/09/22 <b>09/10/22</b> 09/17/22 10/08/22 11/05/22	Customer Appreciation Event #1, Sun St Transfer Station Customer Appreciation Event #2, Sun St Transfer Station Customer Appreciation Event #3, Sun St Transfer Station District 1 Community Cleanup Event Customer Appreciation Event #4, Sun St Transfer Station Customer Appreciation Event #5, Sun St Transfer Station Customer Appreciation Event #6, Sun St Transfer Station <b>Closing: Last day of Operation, Sun St Transfer Station</b> District 2 Community Cleanup Event District 3 Community Cleanup Event Citywide Community Cleanup Event, Madison Lane TS

Soledad:	9/24/22	Community Cleanup & ABOP Event, Soledad High School
Mo. Co.:	08/20/22	Composting Workshop, Elkhorn Slough Reserve
	09/10/22	Prunedale Community Cleanup & ABOP Event
	<b>09/12/22</b>	<b>Opening: SVR's Recycling Center &amp; HHW Facility, Madison Ln</b>
	09/17/22	Lockwood Community Cleanup & ABOP Event
	10/22/22	Bradley Community Cleanup Event
	10/08/22	San Ardo Community Cleanup & ABOP Event
	11/19/22	Pajaro Community Cleanup & ABOP Event

## BACKGROUND

Established in November 2014 as part of the FY 14-15 Strategic Plan 3-year goal to increase public access, involvement, and awareness of Salinas Valley Recycles activities, the monthly report keeps the Board apprised of communications with member agencies and regulators. In addition, the report has evolved over the years to also include a current and future event list to inform Board members and the public of community events and cleanups occurring in each member agency's service area.

**ATTACHMENT(S)** None



## Report to the Board of Directors

### ITEM NO. 6

Finance and Administration  
Manager/Controller/Treasurer

General Manager/CAO

N/A

Authority General Counsel

**Date:** August 18, 2022

**From:** Elia Zavala, Contracts & Grants Analyst

**Title:** Tonnage and Diversion Report for the  
Quarter Ended June 30, 2022

### RECOMMENDATION

Staff recommends that the Board accept this report. This item is provided to keep the Board apprised of the quarterly tonnage data which corresponds to the Authority's budget and the regional agency's annual AB 939 compliance reporting.

### STRATEGIC PLAN RELATIONSHIP

This agenda item is a routine operational item and does not relate to the Board's Strategic Plan but does reflect on one of the Authority's key core values, "fiscal prudence".

### FISCAL IMPACT

Tipping fees for landfill, diversion materials and franchise transportation services account for 87.9% of the quarter's revenue. For the quarter ending June 30, 2022, the Authority received \$4.6 million in tipping fees.

### DISCUSSION & ANALYSIS

#### TONS LANDFILLED BY SERVICE AREA

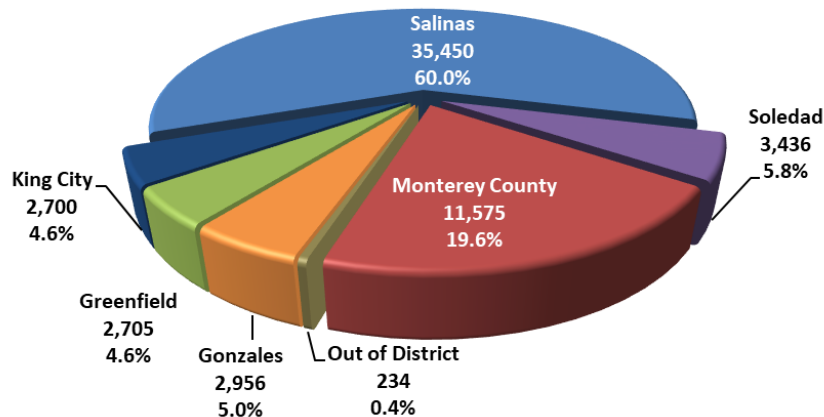
The Authority landfilled 59,056 tons of solid waste in the quarter ended June 2022, of which 58,822 tons were from the Authority service area and 234 tons were from outside the service area. This resulted in 3.8% decrease in landfilled waste from the same quarter of 2021.

	Apr-Jun 2022 Tonnage	Apr-Jun 2021 Tonnage	Change in Tonnage	% Change
<u>Service Area</u>				
Authority Service Area	58,822	61,295	-2,473	-4.0%
Out of District	234	88	146	166.2%
Total Landfilled	59,056	61,383	-2,327	-3.8%

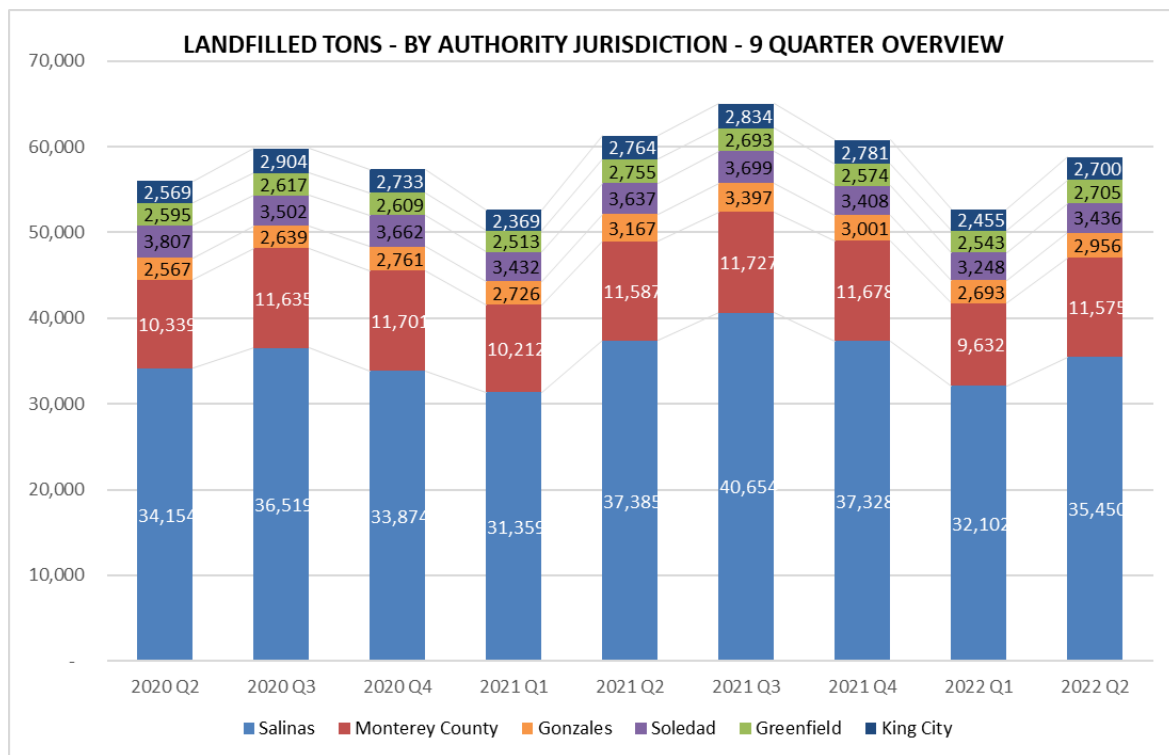
#### TONNAGE LANDFILLED SUMMARY

As noted in the chart below, the landfilled waste for this quarter was made up from 60% from the City of Salinas, 19.6% from the County, and 20% from the south county cities. The 234 tons of self-hauled material from outside the service area made up 0.4% and came from Santa Cruz County (139 tons), western Monterey County non-Authority area (71 tons), Santa Clara County (20 tons), and San Benito County (5 tons).

**LANDFILLED TONS - 59,056  
BY ORIGIN FOR QUARTER ENDED JUNE 30, 2022**



The chart below provides an overview of landfilled tons by jurisdiction for the past nine quarters, that includes three-year tonnage data for Quarter 2 (Apr-Jun).



**TONNAGE DIVERTED SUMMARY**

The table below summarizes the total tonnage processed and diverted by the Authority for the quarter ended June 2022. Compared to the quarter ended June 2021, the total tons processed decreased by -1.39% and diverted materials increased by 8%, resulting in a net increase of 18.6% of tons landfilled. Alternative Daily Cover (ADC), although a beneficial reuse material, is not shown as diverted material since it is ultimately landfilled and not truly diverted. This quarter's increase in ADC tonnage is due to the receipt of almost 300 tons of biosolids solids, while the same quarter last year did not receive any. This quarter also received less asphalt and concrete, resulting in a -25.8% decrease in Beneficial Reuse material.



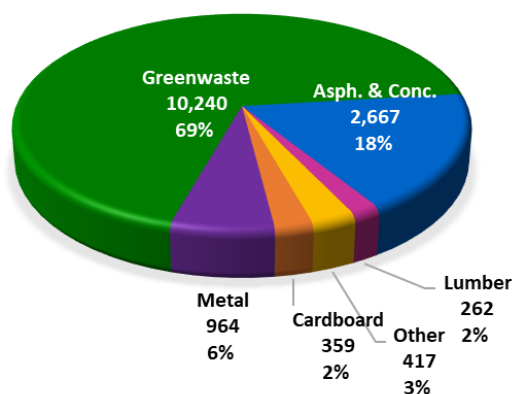
	Apr-Jun 2022		Apr-Jun 2021		Change in	%
	Tonnage	%	Tonnage	%	Tonnage	Change
Total Tons Processed	76,671		77,752		(1,082)	-1.39%
Less Used for ADC	2,706	3.5%	1,559	2.0%	1,147	73.5%
Net Tons Processed	73,965		76,194		(2,228)	-2.9%
Less Diverted Materials	10,503		11,145		(642)	-5.8%
Less Beneficial Reuse	2,667		1,829		838	45.8%
JC market materials	536		373		163	43.8%
SS market materials	1,017		1,305		(288)	-22.1%
JR market materials	186		159		27	17.1%
Total Diverted Materials	14,909	19.4%	13,810	17.8%	1,099	8.0%
Total Landfilled	59,056	77.0%	49,789	64.0%	9,267	18.6%

#### DIVERTED MATERIALS

The pie chart below illustrates the composition of the 14,909 tons of diverted materials for the quarter ended June 2022. Diversion does not include tons of construction & demolition material and biosolids, which are currently being used in the landfill as ADC. Included in the diversion chart are 1,739 tons of recyclables salvaged from the waste stream at Authority facilities and sent directly to market (Johnson Canyon – 536 tons, Sun Street – 1,017 tons, and Jolon Road – 186 tons).

The table below provides a year-over-year comparison of diverted materials tonnage for the same quarter. The total 14,909 tons of diverted materials for the quarter ended June 2022, resulted in a 0.7% increase over the same quarter of the previous year. The increase in diverted material is due mainly to the collection of less lumber than the same quarter last year. The amount of lumber or asphalt & concrete collected is dependent on the amount of construction activity for that particular quarter.

#### **QUARTER ENDED JUN 30, 2022 DIVERTED MATERIALS - 14,909**



	2022 Q2	2021 Q2	% Diff
Greenwaste	10,240	10,775	-5.0%
Asphalt & Concrete	2,667	1,830	45.7%
Lumber	262	369	-29.0%
Metal	964	957	0.7%
Cardboard	359	421	-14.7%
*Other	417	459	-9.2%
	14,909	14,811	0.7%

\* Includes Mattresses, Tires, Mixed Rec, etc.

#### **ATTACHMENTS**

None



## Report to the Board of Directors

**Date:** August 18, 2022

**From:** R. Patrick Mathews, General Manager/CAO

**Title:** A Resolution Adopting the 2022-2023 Strategic Plan Goals and Priorities, Board Norms, and updates to the Authority's Mission, Vision and Values

### ITEM NO. 7

Finance and Administration Manager/  
Controller/Treasurer

General Manager/CAO

Shannon Chaffin by E.T.  
Authority General Counsel

### RECOMMENDATION

Staff requests that the Board adopt a resolution to implement the new 2022-2023 Strategic Plan Goals and Priorities, Board Norms, and updates to the Authority's Mission, Vision and Values.

### STRATEGIC PLAN RELATIONSHIP

This resolution establishes the Board's priorities and actions for the 2022-23 Fiscal year.

### FISCAL IMPACT

This item has no immediate fiscal impacts, but as Strategic Plan priorities are brought forward for consideration, fiscal impacts will be detailed for Board information and action.

### DISCUSSION & ANALYSIS

The Board had postponed further Strategic Planning sessions in 2019 as a result of the uncertainties surrounding the potential withdrawal of the City of Salinas. With those issues now resolved and Salinas' commitment to remain a member, staff and the Board have re-engaged in our normal strategic planning process.

The Board held its Strategic Planning Workshop on July 29, 2022, with the facilitation assistance from Management Partners (MP). MP started the process with a kick-off meeting with the General Manager and Clerk of the Board to help define the Strategic Planning Process and get background information on prior workshops and outcomes. MP then conducted phone interviews with each Board member and Department Manager to help guide their preparation for the workshop. Themes were compiled from the interviews and further used to create new Goals and establish priorities for FY 2022-23, and beyond. Attached you will find the Workshop Report with the details of the Workshop and background information.

The outcomes from the workshop require Board action under the attached resolution to incorporate three changes to the Authority's Strategic Plan.

1. Adopt a set Board Norms to establish best practices for governance of the Authority. These norms were developed through the interview/workshop process and represent the collective themes from the interviewees.
2. Adopt modifications to the existing Authority Mission, Vision and Values by adding "Equitable" to the Mission Statement and adding "Equity" to the list of organizational Values.
3. Adopt the new Authority goals and FY 2022-23 Priorities. Again, these Goals and Priorities were developed through a combination of the advance interviews and the Workshop goal setting process with the Board of Directors.

## **BACKGROUND**

The Executive Committee lead the facilitator selection process in the fall of 2021 through issuance of a request for proposals, conducting facilitator interviews and making a final selection. Management Partners was selected from a final list of three top proposers based on skills, approach to facilitation, recommendations from other government agencies, and in-person interviews.

## **ATTACHMENT(S)**

1. Resolution
2. Board FY 2022-23 Strategic Planning Workshop Report

## **RESOLUTION NO. 2022 -**

### **A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY ADOPTING THE 2022-2023 STRATEGIC PLAN GOALS AND PRIORITIES, BOARD NORMS, AND UPDATES TO THE AUTHORITY'S MISSION, VISION AND VALUES**

**WHEREAS**, the Authority last updated its 3-year Strategic Plan in 2016,

**WHEREAS**, scheduling for the 2019 Strategic Plan workshop was postponed due to uncertainties with the City of Salinas notice of intent to withdraw from the Authority in Fall 2018; and,

**WHEREAS**, after a collaborative process led to resolution of Authority/City areas of concern, the City of Salinas rescinded its notice to withdraw on October 5, 2021 opening the door to re-establish the Board's annual Strategic Planning Workshops; and,

**WHEREAS**, the Board participated in advance interviews with the Executive Committee's selected facilitator, Management Partners, and participated in the Strategic planning Workshop held on June 30, 2022; and,

**WHEREAS**, the results of the workshop and collaborative process resulted in three updates and modifications to the Board's Strategic plan outlined in the Workshop report prepared by Management Partners.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALINAS VALLEY SOLID WASTE AUTHORITY ADOPT THE FOLLOWING ATTACHED STRATEGIC PLAN UPDATES AND MODIFICATIONS INCLUDED AS EXHIBITS 1-3:**

1. Board Norms
2. Updates to the Mission, Vision and Values
3. Fiscal Year 2022-23 Authority Goals and Priorities

**BE IT FURTHER RESOLVED** that the General Manager is hereby authorized and directed, for and on behalf of the Salinas Valley Solid Waste Authority, to implement the Board's Goals and FY 2022-23 Priorities, and report progress to the Board on a quarterly basis beginning in October 2022.

**PASSED AND ADOPTED** by the Board of Directors of the Salinas Valley Solid Waste Authority at the meeting duly held on the 18th day of August 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

Christopher M. Lopez, President

ATTEST:

APPROVED AS TO FORM:

---

Erika J. Trujillo, Clerk of the Board  
Counsel

---

Roy C. Santos, Authority General

## ***Board Norms***

1. Avoid assuming intent or motives.
2. Commit to the shared success of the Authority.
3. Govern as a body.
4. Maintain an Authority perspective and balance it with individual city/county interests.
5. Recognize the success of employees.
6. Hold regular meetings between the General Manager and one-on-ones with Board members.
7. Communicate effectively with the public.
8. Respect the form of government.
9. Avoid criticizing staff or each other in public; coach privately.
10. Refrain from using technology during Board meetings.
11. Approach the business of government in a professional manner.

## ***MISSION, VISION AND VALUES***

### **Mission**

The Board agreed to add the attribute “equitable” to the Authority’s Mission statement.

To manage Salinas Valley Solid Waste as a resource, promoting **equitable**, sustainable, environmentally sound and cost-effective practices through an integrated system of waste reduction, reuse, recycling, innovative technology, customer service, and education.

### **Vision**

The Board agreed that no changes are needed to the Authority’s Vision. The current vision is shown below.

To reduce the amount of waste by promoting individual and corporate responsibility.

To recover waste for its highest and best use while balancing rates and services.

To transform our business from burying waste to utilizing waste as a resource.

To eliminate the need for landfills.

### **Values**

The Board agreed to add “Equity” to the Authority’s list of Values.

Innovation, Integrity, Efficiency, Fiscally Prudent, Resourcefulness, Customer Service, Community Partnerships, and **Equity**.

## ***PRIORITIES FOR 2022-23***

**(Top Priorities underlined/in green)**

### **A. Governance and collaboration**

- Improve governance and board relations
- Provide equitable administrative support
- Clarify guidelines related to Board agendas and supporting documentation
- Develop succession plan
- Invest in training and technology

### **B. Financial sustainability**

- Review the JPA member jurisdictions' contributions, governance alternatives, and orientation to the revenue forecast
- Continue to prefund liabilities and debt
- Maintain equitable and reasonable rates

### **C. Facilities master planning**

- Relocate the transfer station (and lease)
- Explore alternative and emerging technologies to reduce landfill dependence

### **D. Comply, adapt, and respond to regulatory changes**

- Ensure compliance with new organics requirement and outreach
- Advocate against unfunded mandates and for emerging technologies

### **E. High-quality community engagement**

- Maintain a comprehensive communication and branding strategy
- Continue to deliver the public education strategy





**Salinas Valley Solid Waste Authority  
Board Strategic Planning Workshop  
Held June 30, 2022**

**July 2022**

**Management  
Partners**





## Table of Contents

---

<b>Workshop Report .....</b>	<b>1</b>
Workshop Overview.....	1
Welcome and Opening Comments.....	4
Icebreaker Exercise.....	5
Governance, Values, and Norms .....	6
Celebrate Accomplishments .....	9
Vision and Mission.....	9
Board Interview Themes .....	10
Establishing Top Priorities for FY 2022-23.....	10
Wrap Up .....	11
<b>Attachment: Workshop Evaluation .....</b>	<b>12</b>



## Workshop Report

The Salinas Valley Solid Waste Authority (also known as Salinas Valley Recycles or SVR) held a Board workshop to update its Strategic Plan on Thursday, June 30, 2022, from 1:00 p.m. to 4:00 p.m, in the Council Chambers in the City of Gonzales. The workshop provided an opportunity for Board members to celebrate accomplishments made since the adoption of the previous Strategic Plan; discuss SVR's vision, mission, and values; brainstorm goals; and strengthen teamwork. This report contains a summary of the results of the workshop.

Senior Manager Christine Butterfield and Special Advisor Magda Gonzalez with Management Partners facilitated the workshop.



### ***Workshop Overview***

#### **Objectives**

- Celebrate accomplishments from the previous Strategic Plan.
- Review and update the values, vision, and mission.
- Discuss and establish Board norms.
- Discuss and establish Board goals and strategies for the next three to five years.

#### **Agenda**

- Welcome and call to order by the President
- Public comments
- Comments from the General Manager

- Icebreaker exercise
- Discuss governance, Board values, and Board norms
- Celebrate accomplishments
- Discuss vision and mission
- Review Board interview themes
- Establish and prioritize goals and strategies
- Wrap up and next steps

## Participants

### Board of Directors

**President**  
**Chris Lopez**



**Vice President**  
**Christie Cromeenes**



**Alt. Vice President**  
**Andrew Tipton**



**Past President**  
**Robert Cullen**



**Board Member**  
**Liz Silva**



**Board Member John**  
**Phillips**



**Board Member  
Kimbley Craig**



**Board Member  
Anthony Rocha**



**Board Member  
Ben Jimenez**



Board members Robert Cullen and Liz Silva were unavailable for the workshop due to unforeseen circumstances.

### **Staff**

- Patrick Mathews, General Manager
- Cesar Zuniga, Assistant General Manager
- Erika Trujillo, Clerk of the Board
- Ray Hendricks, Finance and Administrative Manager
- Mandy Brown, Resource Recovery Manager
- Brian Kennedy, Engineering and Operations Manager
- Rosie Ramirez, Executive Assistant

### **Workshop Ground Rules**

At the start of the workshop, Christine suggested several ground rules to help the group have a successful workshop.

- Review public health protocols,
- Listen to understand,
- Participate,
- Assume good intent,
- Speak up if we need a course correction, and
- Focus on shared interests.

### **Workshop Preparation**

In preparation for the workshop, Christine Butterfield and Magda Gonzalez held individual interviews with each Board member and each department director. They also discussed workshop objectives with the General Manager. They then prepared an agenda and PowerPoint presentation, along with other materials to guide discussions during the session.





### ***Welcome and Opening Comments***

The workshop began with a welcome and call to order from President Chris Lopez. He invited members of the public to speak. The General Manager then offered opening comments about why the workshop was important and explained what he hoped the group would gain from the day's discussions.

The General Manager turned the session over to the facilitators, who reviewed the workshop agenda, objectives, ground rules, and the purpose of the bike rack, which is a time management tool. Christine explained that items that were brought up outside of today's agenda would not receive immediate attention and would be added to the bike rack. There were no items added to it during the workshop.





## ***Icebreaker Exercise***

Christine led the group in an icebreaker exercise. The purpose was to begin the workshop in a fun way and to learn more about each other. The facilitators asked each participant to share the greatest lesson they have learned as a leader. The lesson could have been learned from a success or a miss. The following lessons were shared:

- Appreciate different perspectives,
- Compromise is key,
- Avoid assumption and don't count your chickens before they hatch,
- Earn the respect of others by doing homework,
- Abide by rules; they are in place for good reason,
- Reset after a failure; it's important how you do it,
- Move the needle along little by little and bring people along,
- Keep an open mind; be curious,
- Look at the best interest of the whole,
- Maintain a thick skin,
- Honor all perspectives; one person's failure may be success of another,
- Focus on the greater good; we can't make everyone happy,
- Progress is success; 30% is better than zero,
- Reflect on how to do things differently; be open to learn,
- There is a lack of urgency in public sector (as compared to private sector),
- Find elements of success within failure, and
- Engage in uncomfortable conversations; it is okay,



## **Governance, Values, and Norms**

The next segment of the workshop focused on effective governance. Christine offered a refresher on best practices that make governing bodies work well and reviewed the importance of effective governance.

The group first reviewed the values identified in SVR's current Strategic Plan, beginning with the values. These values are listed below. The value that the Board agreed *to add* is indicated in **bold**.

- Fiscal prudence,
- Resourcefulness,
- Customer service,
- Community partnerships,
- Innovation,
- Integrity,
- Public education,
- Efficiency, and
- **Equity.**

## **Interview Themes**

The facilitators stressed the importance of having a strong working partnership between the Board and General Manager. Everyone has a role to play, and having a good partnership is critical for the success of the Authority.

Magda reviewed themes that emerged from the interviews pertaining to the challenges and opportunities that SVR faces. They are listed below.

- Improve **governance** and Board relations,
- Provide **equitable** administrative support,
- Ensure clear **guidelines** about the Board agenda and supporting documentation, and
- Review the joint powers agreement (JPA) and member jurisdiction contributions and **relationship to the revenues** and forecasts.

## **Best Governance Practices**

Christine explained that effective governance is a team sport, and that personal commitment to working together is required for good governance. The Board reviewed the Institute for Local Government (ILG) article called "*Attributes of Exceptional Councils*." She explained that effective governing bodies share a unity of purpose; understand roles and responsibilities; foster a positive governance culture; and establish norms, protocols, and procedures. The six attributes of exceptional governing bodies are listed below.

### **Exceptional Governing Bodies....**

1. Have a **sense of team** - a partnership with the city manager to govern and manage the city
2. **Clear roles** and responsibilities that are understood and adhered
3. **Honor the relationship with staff and each other**
4. Routinely conduct **effective meetings**
5. Hold themselves and the city **accountable**
6. Have members who practice **continuous improvement**

Christine asked the group what resonated from the ILG article. A summary of the responses are provided below.

- Be a lifelong learner; be curious, analyze, don't assume
- Be accountable
- Be adaptable
- Conduct meetings in person again; Covid has not allowed as many discussions as before the election
- Ask questions and avoid rubberstamping staff recommendations
- Come prepared to meetings; do your homework
- Establish goals, priorities, and plans to accomplish as a group
- Exceptional councils work as a team
- Seek compromise.
  - A split vote is not always best or ideal
  - It is not good to be constantly fractured as it doesn't help with relationships
- Alert staff about Board questions/concerns ahead of time; no gotchas
- Focus and discuss where we have agreement
- Raise a different (or non-popular) perspective; others may agree
- Look at what is best for the jurisdiction and region at large
- Being popular is not the role of elected officials
- Adapt, which is good
- Consider what is best for the group, not just one-member jurisdiction



### **Board Norms**

The facilitators provided examples of governing norms from the cities of Santa Rosa, Santa Clara, and Fremont. Following the review of these samples, Magda led the group in a discussion about norms for the Board. The purpose of this discussion was to create consensus on a set of norms for governing. Magda asked whether the norms resonated with the Board members and whether they thought they would work well now as well as set the tone for future Boards. Board members agreed to adopt the following 11 norms at a future Board meeting:

- Avoid assuming intent or motives.
- Commit to the shared success of the Authority.
- Govern as a body.
- Maintain an Authority perspective and balance it with individual city/county interests.
- Recognize the success of employees.
- Hold regular meetings between the General Manager and one-on-ones with Board members.
- Communicate effectively with the public.
- Respect the form of government.
- Avoid criticizing staff or each other in public; coach privately.
- Refrain from using technology during Board meetings.
- Approach the business of government in a professional manner.

The facilitators asked how the Board will operationalize the norms. Board members agreed that they would adopt the norms by resolution and add the norms to every agenda document.

## ***Celebrate Accomplishments***

Following a brief stretch break, the group reconvened to review and celebrate some of the Authority's recent successes. The purpose of this discussion was to help set the context for priority setting and reflect on SVR's progress. The following was presented.



### **Accomplishments**

- Commitment to the mission,
- Maintenance of reasonable rates,
- Stewardship of the Authority's fiscal resources,
- Dedicated staff,
- Communicating accurate and timeline information, and
- Compliance with SB 1383.

When asked whether there were any additional accomplishments that should be acknowledged, the following comments were offered:

- Purchased a building,
- Kept services operational during Covid,
- Made progress in closing Sun Street,
- Put 1383 infrastructure in place, and
- Continued public education during Covid; it is having a positive impact.

## ***Vision and Mission***

The facilitators lead the Board in a discussion about the strategic vision and mission for the next three years. Following a brief discussion, they agreed to update the Authority's mission and add the word equitable to the statement. The new mission statement is below.

### **Mission**

To manage Salinas Valley Solid Waste as a resource, promoting **equitable**, sustainable, environmentally sound and cost-effective practices through an integrated system of waste reduction, reuse, recycling, innovative technology, customer service, and education.

## Vision

The Board agreed that no changes are needed to the Authority's vision. The current vision is shown below.

To reduce the amount of waste by promoting individual and corporate responsibility.

To recover waste for its highest and best use while balancing rates and services.

To transform our business from burying waste to utilizing waste as a resource.

To eliminate the need for landfills.

## Board Interview Themes

The facilitators reviewed and discussed the priority themes from the individual interviews, which set the context for establishing priorities. The themes from the interviews are shown on the slide below.

**Board Priorities**

*The following priorities were identified during interviews*

- Compliance with **new organics requirement**
- Engagement of **third-party contractor** to process organics
- Relocation of **transfer station**
- Relocation of **administrative offices**
- Comprehensive **communication and branding** strategy
- **Public education** strategy
- Maintain **reasonable rates**
- Need for **succession planning**
- Invest in **training and technology**
- **Excited about the future of the agency and its mission!**

Management Partners 

33



## Establishing Top Priorities for FY 2022-23

Christine and Magda engaged the group in a review of the five proposed goal areas. Staff provided some content for each area, and the Board agreed that the goal areas are appropriate. Then the facilitators reviewed the strategies for each goal.



Next, the Board members voted on their top priorities. Each Board member ranked their highest priority items. Results are provided below. Items that received three or more votes **bolded in green**.

**A. Governance and collaboration**

- Improve governance and board relations
- Provide equitable administrative support – **1 vote**
- **Clarify guidelines related to Board agendas and supporting documentation – 3 votes**
- Develop succession plan
- Invest in training and technology – **2 votes**

**B. Financial sustainability**

- Review the JPA member jurisdictions' contributions, governance alternatives, and orientation to the revenue forecast
- Continue to prefund liabilities and debt – **1 vote**
- **Maintain equitable and reasonable rates – 4 votes**

**C. Facilities master planning**

- **Relocate the transfer station (and lease) – 3 votes**
- **Explore alternative and emerging technologies to reduce landfill dependance – 4 votes**

**D. Comply, adapt, and respond to regulatory changes**

- Ensure compliance with new organics requirement and outreach
- Advocate against unfunded mandates and for emerging technologies – 2 votes

**E. High-quality community engagement**

- Maintain a comprehensive communication and branding strategy
- Continue to deliver the public education strategy – 1 vote

## **Wrap Up**

To conclude the workshop, Christine explained that Management Partners would prepare this report. Board members shared one-word takeaways or reflections about what was useful in spending the day together. A summary of these reflections is provided below.

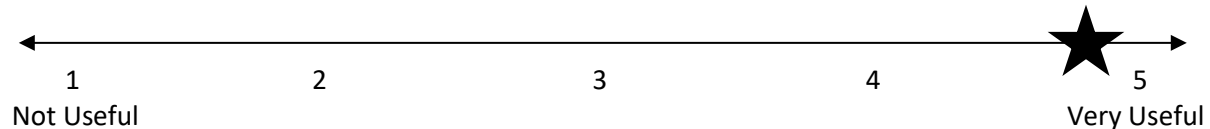
- Common ground,
- Teamwork,
- Manageable,
- Enhanced comradery,
- Fun, and
- Enjoyable.

## Attachment: Workshop Evaluation

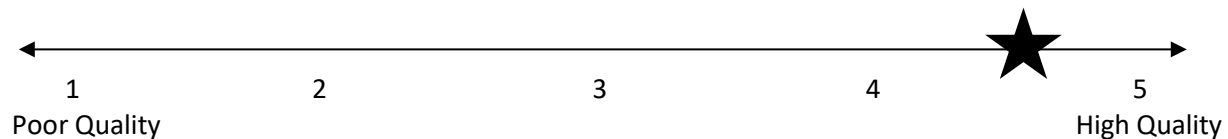
### Salinas Valley Solid Waste Authority Board Workshop June 30, 2022

Facilitator(s): Christine Butterfield, Magda Gonzalez

Overall **usefulness** of the workshop: **4.79**



Overall **quality** of the workshop: **4.57**



The **best thing** about this session was...

- Easy communication
- Being back together in the same room
- Having everyone working towards common goals for a change
- Well organized
- Quick, efficient
- Efficient and fun

Some thing(s) that **could have been better**...

- Have everyone involved – I know it's difficult though
- No changes

What elements of the session will be **most useful** to you?

- Interaction
- The strategies being ranked was highly helpful
- Alignment with strategic goals – attributes of effective councils
- The whole process
- Moving towards common ground
- Having board desire to work as team

I'm **glad** that the facilitator(s)...

- Rewarded us with early release
- Did interviews ahead of time
- Brought everyone together



- Worked well with the entire group
- Worked well with board
- Were joyful and effective

I **wish** the facilitator(s) would have...

- Nothing to add

**Other Comments:**

- Excellent job
- You're awesome!



## Report to the Board of Directors

### ITEM NO. 8

Finance and Administration  
Manager/Controller/Treasurer

General Manager/CAO

*Shannon Chaffin by E.T.*  
Authority General Counsel

**Date:** August 18, 2022

**From:** R. Patrick Mathews, General Manager/CAO

**Title:** A Resolution Making Findings Related to the Continued Existence of a State of Emergency Due to Covid-19 and Re-Authorizing the Conduct of Public Meetings of the Legislative Bodies of the Authority Via Remote Teleconferencing for a 30-Day Period Pursuant to the Ralph M. Brown Act as Amended by Assembly Bill No. 361

### RECOMMENDATION

Staff recommends that the Executive committee discuss continuation of the Resolution authorizing the conduct of public meetings of the legislative bodies of the Authority via remote teleconferencing and provide its recommendation for FY 2022-23 to the Board of Directors.

### STRATEGIC PLAN RELATIONSHIP

This item does not relate to the Board's Strategic Plan but does however reflect one of the Authority's key core values to be "Fiscally Prudent."

### FISCAL IMPACT

No fiscal impact.

### DISCUSSION & ANALYSIS

On September 16, 2021, Governor Newsom signed AB 361 into law. AB 361 allows legislative bodies to continue to utilize remote/virtual platforms for meetings. To implement remote meetings under AB 361, one of three criteria must be met at the time the Authority is holding a meeting during a proclaimed state of emergency by the Governor that includes area within the jurisdictional boundaries of the Authority:

- State or local officials have imposed or recommended measures to promote social distancing; or
- For the purpose of determining, by majority vote, whether as a result of the state of emergency, meeting in person would present imminent risks to the health or safety of attendees; or
- The Board of Directors has previously determined, by majority vote, that, as a result of the state of emergency, meeting in person would present imminent risks to the health or safety of attendees.

In other words, the Board of Directors can meet remotely under AB 361, during a declared state of emergency that includes the Authority, if the Board of Directors determines that one of the following is also true:

- State or local officials have imposed or recommended social distancing; or
- The Salinas Valley Solid Waste Authority holds a remote meeting to determine by a majority vote whether to hold remote future meetings; or
- The Salinas Valley Solid Waste Authority holds a meeting having already determined by a majority vote to hold remote meetings.

If one of these three criteria is met, then the Salinas Valley Solid Waste Authority can conduct meetings remotely via Government Code sections 54953(e) *et seq.* For the first and second conditions, the Salinas Valley Solid Waste Authority must determine, by majority vote and by adoption of a resolution, the grounds for electing to continue with remote meeting procedures.

The Authority has considered the existing conditions of the state of emergency in the State of California, County of Monterey and the Authority and, consistent with the provisions of Government Code section 54953(e), finds and determines that: (1) a proclaimed state of emergency and a proclaimed local emergency related to COVID-19 are both currently in effect and persist in the jurisdictional boundaries of the Authority; and (2) State, local and CDC officials have recommended measures to promote social distancing in connection with the COVID-19 emergency.

## **BACKGROUND**

In March of 2020, at the onset of the COVID-19 pandemic, Governor Newsom enacted Executive Order N-25-20 allowing legislative bodies to meet using remote/virtual platforms pursuant to health orders. Since that time several other Executive Orders were issued that waived Brown Act requirements for the Board of Directors of the Salinas Valley Solid Waste Authority, staff, or the public to appear in person for meetings.

These executive orders allowed the Board of Directors, and other committees to modify how meetings were conducted to ensure both the health and safety of staff and the public, while ensuring the transparency and accessibility for open and public meetings.

## **ATTACHMENT(S)**

1. Resolution

## RESOLUTION NO. 2022 -

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SALINAS VALLEY SOLID WASTE AUTHORITY MAKING FINDINGS RELATED TO THE CONTINUED EXISTENCE OF A STATE OF EMERGENCY DUE TO COVID-19 AND RE-AUTHORIZING THE CONDUCT OF PUBLIC MEETINGS OF THE LEGISLATIVE BODIES OF THE AUTHORITY VIA REMOTE TELECONFERENCING FOR AN INITIAL 30-DAY PERIOD PURSUANT TO THE RALPH M. BROWN ACT AS AMENDED BY ASSEMBLY BILL NO. 361**

**WHEREAS**, the Board of Directors of the Salinas Valley Solid Waste Authority ("Authority") are committed to preserving and nurturing public access and participation in meetings of the legislative bodies (as that term is defined in Government Code section 54952, including commissions, boards and committees subject to the Brown Act) of the Authority (collectively, the "Legislative Bodies"); and

**WHEREAS**, all meetings of the Legislative Bodies are open and public as required by the Ralph M. Brown Act, codified as Government Code sections 54950 *et seq.*, so that any member of the public may attend, participate, and observe the Legislative Bodies conduct their business; and

**WHEREAS**, the Brown Act, at Government Code section 54953(e), as amended by Assembly Bill (AB) 361 effective October 1, 2021, makes provision for remote teleconferencing participation in public meetings by members of a Legislative Body without compliance with the provisions of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition under Government Code section 54953(e) is that the meeting is held during a state of emergency that has been declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation can be made under circumstances including conditions when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the Authority's boundaries, caused by natural, technological, or human-caused disasters

**WHEREAS**, it is further required that state or local officials continue to impose or recommend measures to promote social distancing, or that the legislative body is meeting to determine or has previously determined that meeting in person would present imminent risks to the health or safety of attendees; and

**WHEREAS**, starting in March 2020, in response to the spread of COVID-19 in the State of California, the Governor proclaimed a state of emergency for the State of California and thereafter issued a number of executive orders aimed at containing COVID-19; and

**WHEREAS**, in March of 2020, the Authority adopted Resolution declaring and

proclaiming the existence of a local emergency in the Authority in response to COVID-19. The Legislative Bodies have since conducted many of their meetings via remote teleconferencing consistent with the declaration of local emergency and executive orders issued by the Governor; and

**WHEREAS**, the Governor's proclaimed state of emergency, the County of Monterey's proclaimed local emergency and the Authority's proclaimed local emergency related to COVID-19 remain in effect and encompass the jurisdictional boundaries of the Authority. State of California and County of Monterey Public Health officials have recommended measures to promote social distancing, and the Centers for Disease Control and Prevention ("CDC") continue to recommend physical distancing; and

**WHEREAS**, the Authority as a consequence of the persisting state of emergency and the recommended social distancing measures, the Legislative Bodies may conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of Government Code section 54953, and that the Legislative Bodies may comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Government Code section 54953; and

**WHEREAS**, consistent with AB 361, during the effectiveness of this Resolution, the Legislative Bodies and their staff may choose to avail themselves with AB 361 and give notice of the manner by which members of the public may access the Legislative Bodies' meetings and offer public comment; identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option; and allow members of the public to access the meeting, and the agenda shall include an opportunity for members of the public to address the Legislative Body directly.

**NOW, THEREFORE**, the Board of Directors of the Salinas Valley Solid Waste Authority do hereby resolve as follows:

**SECTION 1.** The foregoing recitals are true and correct and are incorporated herein by reference.

**SECTION 2.** The Authority has considered the existing conditions of the state of emergency in the State of California, County of Monterey and the Authority and, consistent with the provisions of Government Code section 54953(e), hereby finds and determines that: (1) a proclaimed state of emergency and a proclaimed local emergency related to COVID-19 are both currently in effect and persist in the jurisdictional boundaries of the Authority; and (2) State, local and CDC officials have recommended measures to promote social distancing in connection with the COVID-19 emergency.

**SECTION 3.** The Board of Directors of the Salinas Valley Solid Waste Authority hereby acknowledges and affirms the continued effectiveness of the proclaimed state of emergency, the County of Monterey's proclaimed local emergency and the Authority's proclaimed local emergency (as may have been amended since their initial proclamation) which encompass their jurisdictional boundaries.

**SECTION 4.** The Legislative Bodies and staff are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, which may include the alternative of conducting all open and public meetings of the Legislative Bodies in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

**SECTION 5.** This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) September 17, 2022, or (ii) such time as the Board of Directors of the Salinas Valley Solid Waste Authority adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Legislative Bodies may continue to teleconference without compliance with paragraph (3) of subdivision (b) of Government Code section 54953.

**SECTION 6.** Should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution as hereby adopted shall remain in full force and effect.

**PASSED AND ADOPTED** by the Board of Directors of the Salinas Valley Solid Waste Authority at a regular meeting duly held on the 16 day of June 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

Christopher M. Lopez, President

ATTEST:

APPROVED AS TO FORM:

---

Erika J. Trujillo, Clerk of the Board

---

Roy C. Santos, Authority General Counsel



## Report to the Board of Directors

ITEM NO. 9

Finance and Administration Manager/  
Controller/Treasurer

General Manager/CAO

*Shannon Chaffin by E.T.*  
Authority General Counsel

**Date:** August 18, 2022

**From:** Cesar Zuniga, Assistant General Manager/  
Operations Manager

**Title:** A Resolution Approving a Diversion Systems  
Maintenance Worker Job Description

### RECOMMENDATION

Staff recommends Board approval of the new Job Description for the Diversion Systems Maintenance Worker.

### FISCAL IMPACT

The recommended changes to staffing allocations will follow at a later Board meeting with consideration of the new Memorandum of Understanding (MOU) with the Operating Engineers Local No. 3, AFL/CIO, Operations Unit and related salary schedule. Re-classification of two existing Diversion Worker II employees to the new position of Diversion Systems Maintenance Worker will be included with the MOU consideration item and result in an estimated annual increase of \$15,000 for salary and benefits. The funding for the requested re-classified positions will come from organic fees and supplemented from AB939 fees.

### DISCUSSION & ANALYSIS

The Organics depackager facility has been operated by two (2) Diversion II workers since the operation started up in May 2020. The facility operations and tasks assigned are in line with tasks assigned to the Diversion Worker II job description, but also has tasks that are unique to the operation which other Diversion Workers are not required to perform as part of their daily tasks. These tasks include operation and maintenance of the depackager and related organics and pre-processing systems.

The operation of the equipment requires running the control panel and adjusting the settings for different feed stocks processed through the facility. The maintenance of the depackager requires the processing paddles be swapped out and replaced as needed. The internal mechanism must also be monitored and cleaned out to remove excess plastic films wrapped on and around the paddles. The slurry produced by the depackager is then mixed with organic overs in a grain mixer, which is also only found in the depackager process and operated by the employees assigned to this operation.

The approval of the proposed new job description will not result in any increase in staffing. The current employees assigned to the depackager will be re-classified to the new Diversion Systems Maintenance Workers position. The change in staffing allocation will result in a reduction of two (-2) Diversion Workers I/II and an addition of two (+2) Diversion Systems Maintenance Workers.

If approved, the proposed changes in staffing allocation will be included along with the Board of Directors consideration of a new Memorandum of Understanding with the Operations Unit which is represented by Operating Engineers Local Union No. 3, AFL-CIO.

## **BACKGROUND**

As part of SB1383, the Authority established organic processing programs to assist member agencies in meeting the organic diversion mandates established by SB1383. The depackager was brought online in May 2020. It is used to process packaged organics and packaged food waste delivered to the facility in Gonzales.

## **ATTACHMENT(S)**

1. Exhibit A Resolution
2. Exhibit B Diversion Systems Maintenance Worker Job Description



## RESOLUTION NO. 2022 –

### A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY APPROVING THE DIVERSION SYSTEMS MAINTENANCE WORKER JOB DESCRIPTION

**WHEREAS**, SB1383 mandates the diversion of organics from landfills; and,

**WHEREAS** the Depackager was installed to assist the Authority with diversion of organics and meet mandates set forth by SB1383; and,

**WHEREAS**, the task being performed at the depackager are unique to the staff currently assigned to operate the depackager and approval of the Diversion Systems Maintenance Worker job description covers the tasked assigned at the facilities and assists the Authority with meeting goals set forth by SB1383.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors of the Salinas Valley Solid Waste Authority, that the new Diversion Systems Maintenance Worker Job Description attached hereto as "Exhibit B" is hereby approved.

**PASSED AND ADOPTED** by the Board of Directors of the Salinas Valley Solid Waste Authority at a meeting duly held on the 18<sup>TH</sup> day of August 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

Christopher Lopez, President

ATTEST:

APPROVED AS TO FORM:

---

Erika J. Trujillo, Clerk of the Board

---

Roy C. Santos, Authority General Counsel



## JOB DESCRIPTION

---

<b>JOB TITLE:</b>	Diversion Systems Maintenance Worker	<b>DEPARTMENT:</b>	Operations
<b>REPORTS TO:</b>	Field Operations Supervisor	<b>FLSA STATUS:</b>	Non-Exempt
<b>PREPARED DATE:</b>	August 2022	<b>APPROVED DATE:</b>	August __, 2022
<b>REVISION DATE:</b>			

---

### **SUMMARY**

Under general direction of the Field Operations Supervisor, the Diversion Systems Maintenance Worker performs a wide variety of semi-skilled and unskilled manual labor and equipment operation tasks, including but not limited to sorting, separating, and processing materials for recycling on site, Managing the receiving area for incoming materials, and performing other job-related work as required.

**Essential Job Functions:** Essential functions for this classification may include any of the following tasks, knowledge, skills and other characteristics, which list is not intended to be comprehensive but rather is intended to provide a representative summary of the major duties and responsibilities of the classification:

- Operates equipment used to divert and recycle onsite commodities such as de-packager, loaders, conveyor belts, sort lines, water trucks, roll off truck and other equipment as required.
- Performs some semi-skilled maintenance and repair tasks on equipment and facilities.
- Performs a variety of unskilled manual tasks primarily involving physical strength, dexterity and coordination.
- Lifts and moves heavy objects; separates materials such as tires, mattresses, wood, glass, metals, plastics, etc. from waste materials for recycling or reprocessing.
- Inspects loads and receives materials at designated drop off areas.
- Assists in loading and unloading trucks.
- Clears and cleans transfer station or various landfill work areas.
- Moves collection bins with pneumatic forklift or roll off truck to and within the recycling facility and landfill.
- Sweeps and removes hazards from the work area floor of the recycling, transfer or disposal facility.
- Responds to questions from the general public related to the Authority's solid waste and diversion programs.
- Interacts with customers and directs customers to proper drop off locations for recyclable items.
- Completes load checks and rejects unacceptable materials or designates them to proper drop off locations.
- Maintains diversion activity records designated for specific operations.
- Must maintain violation-free driving record during employment.

To perform this job successfully, an individual must be able to perform each essential job function. required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

### **SUPERVISORY RESPONSIBILITIES**

This job has no current supervisory responsibilities.

### **MINIMUM QUALIFICATIONS**

High school diploma or GED required. Note: Additional qualifying experience may be substituted for the required education on a year per year basis.

### **CERTIFICATE, LICENSE, & REGISTRATION REQUIREMENTS**

A valid California "C" driver's license is required. Commercial "A" driving license preferred. Must possess violation-free driving record for at least 18 months prior to employment with the Authority. Must have a driving record that meets the Authority's auto insurance requirements. Must report any changes in status of driver's license.

### **OTHER REQUIREMENTS**

Must possess a sufficient amount of strength and stamina to lift and carry objects weighing up to 80 pounds and must be free from allergies to dust and pollen. Must be willing to work early morning, evening, holiday and weekend shifts. Must be willing to work with exposure to disagreeable odors and potentially hazardous substances.

### **KNOWLEDGE AND SKILLS:**

Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

- Previous work experience performing heavy physical labor is highly desirable.
- Experience operating designated equipment such as loaders, water trucks, roll-off trucks and other similar equipment
- Ability to handle physically demanding work including lifting/loading bulky and heavy refuse.
- Ability to work independently and with minimal supervision.
- Ability to effectively deal with the general public and customers.

#### **Skill in and Ability to:**

- Perform skilled maintenance, repair and construction assignments in a safe and efficient manner.
- Maintain productivity and focus on assigned tasks, with and without supervision, performing work in a timely and efficient manner.
- Understand and comply with safety policies and procedures.
- Pass physical examination, which includes drug testing and pre-employment assessment of safe work capacity in relation to the essential job functions of the position including the requirements to wear respiratory protection and other safety equipment if needed.
- Understand and carry out oral/written directions and accept constructive criticism.
- Serve customers in a positive manner maintaining courtesy and respect at all times.
- Cooperate with other employees and promote team harmony and effectiveness.
- Apply sound judgment in a variety of circumstances with or without specific instructions.
- Adhere to an assigned work schedule; adjust working hours to include early evenings and/or Weekends if necessary.
- Conduct Vehicle and equipment safety inspections.

#### ***Language Skills***

Ability to read and comprehend simple instructions, short correspondence, and memos; ability to write simple correspondence; ability to effectively present information in one-on-one and small group situations to customers and other employees of the organization. Bilingual in Spanish is desirable.

**Mathematical Skills**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals; ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

**Reasoning Ability**

Ability to apply common sense understanding to carry out detailed, but uninvolved written or oral instructions; ability to deal with problems involving a few concrete variables in standardized situations.

**COMPETENCIES**

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

**Communication (Oral/Written)**

Express views in a fluent, clear, logical manner, with enthusiasm and confidence. Communicate openly and honestly, and promote an open exchange of ideas. Be an effective listener – listening openly without interrupting. Keep people well informed in respect of key organizational and departmental issues in a timely manner. Deliver 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 their control. Actively attempts to influence events and initiates 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 their 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 frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear.

Frequently stand and walk; ability to stoop, kneel or crouch to pick up or move objects; physical ability to perform heavy physical labor; walk for short/long distances and on uneven surfaces; lift and move objects weighing up to 80 pounds without assistance and heavier objects with assistance; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. Employee must be able to wear personal protective equipment including ear and eye protection, latex, rubber or leather gloves, hardhat, rain protection, and steel toe boots.

**Work Environment** - While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; offensive odors; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; risk of radiation, explosives, and high noise level. 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



## Report to the Board of Directors

ITEM NO. 10A

Finance Manager/Controller-Treasurer

General Manager/CAO

*Shannon Chaffin by E.T.*

General Legal Counsel

**Date:** August 18, 2022

**From:** Patrick Mathews, CAO/General Manager

**Title:** A Resolution Approving a Successor Memorandum of Understanding with the Non-Management Administration / Finance / Resource Recovery Benefits Committee (ABC) for Fiscal Years 2022-2023 through 2024-2025

### RECOMMENDATION

The General Manager/CAO, in consultation with the Executive Committee and Board of Directors, recommends that the Board adopt the resolution.

### STRATEGIC PLAN RELATIONSHIP

This action has no direct impact on our Strategic Plan goals or objectives, but does represent one of our key Authority values, fiscal prudence. The successor ABC MOU 2022-25 was accomplished through the cooperative partnership with staff to continue to provide fair compensation, maintain a productive and market competitive workforce, while controlling net payroll costs and Authority funded pension and medical insurance contributions.

### FISCAL IMPACT

The impact of the proposed successor ABC MOU 2022-25 is a net 3.48% increase in non-management administrative staff costs for FY 2022-23, at an estimated cost of \$63,826 for all ABC represented employees. 2.4% of this increase is associated with ABC negotiated adjustments to salaries and benefits and 1.08% for added equity adjustments for 2 supervisory positions to bring them into market and Unit alignment. Sufficient funds are available in the adopted budget for FY 2022-23 to fund the costs associated with the successor ABC MOU 2022-25 and future budgets will be adjusted accordingly for years 2 and 3 for costs associated with this MOU.

### DISCUSSION & ANALYSIS

On April 13, 2022, the ABC submitted a petition requesting formal recognition as an exclusive employee organization for representation of all non-management administrative staff referred to as the Administration, Finance and Resource Recovery Unit (Unit). The ABC was formally recognized by the Authority on May 3, 2022, pursuant to Authority Personnel Policies (adopted April 15, 2004).

The major provisions of the proposed successor ABC MOU 2022-25, applicable to ABC represented Unit employees, are as follows:

- 1) The ABC MOU 2022-25 authorizes salaries and benefits for a three-year period commencing on July 1, 2022 through June 30, 2025.

- 2) Effective July 1, 2022, Cost of Living Adjustments (COLA) for all ABC represented Unit employees will be 3.5%; and effective July 1, 2023 and July 1, 2024, COLA adjustments will be based on the Consumer Price Index (CPI) for SF/Oakland/San Jose, Urban Wage Earners and Clerical Workers, using the twelve-month percentage increase from December to December of the prior year with a 1.5% minimum to 3.5% maximum adjustment.
- 3) Equity adjustments will be provided for the Human Resources Supervisor (7.5% in FY 22/23 and 5.0% in FY 23/24) and Business Services Supervisor (7.5% in FY 22-23 and 2.5% in FY 23/24) to bring them in alignment with market and overall Unit compensation.
- 4) The 11<sup>th</sup> salary schedule step for all ABC represented Unit employees will be equalized from 2.0% to 2.5%, consistent with existing steps 1-10.
- 5) All CalPERS "Classic" ABC represented Unit employees will continue to contribute the maximum 7% employee contribution plus 1% of the employer contribution (attributable to the employee's account) for a total employee contribution of 8% towards their CalPERS retirement plan.
- 6) Protective footwear Voucher will be \$240/year and increase by \$10 per year for FY 23/24 and FY 24/25 for employees with duties requiring protective footwear.
- 7) The Paid Time-Off (PTO) accrual formula has been modified to even out distribution across years of employment with a cap of 33 days per year for employees in their 18<sup>th</sup> year of employment.
- 8) Lincoln's Birthday and one floating holiday will be eliminated from the holiday schedule and replaced with Cesar Chavez Day and Juneteenth Day.

## **BACKGROUND**

Negotiations for a successor ABC MOU commenced after formal recognition of ABC on May 3, 2022 and concluded on July 7, 2022. The General Manager in his designated capacity as the Personnel Officer, with assistance from Labor Counsel Colin Tanner and Assistant General Manager Cesar Zuniga (Authority bargaining team) and in consultation with the Board and Executive Committee, met regularly with the ABC representatives Janna Faulk and Rosie Ramirez to bargain on salaries and benefits for the successor ABC MOU. The previous MOU with all Authority non-management employees expired on June 30, 2022. The Board's bargaining team and the ABC representatives agreed to the attached Memorandum of Understanding for the Board's consideration.

## **ATTACHMENT(S)**

1. Resolution
2. Exhibit A – MOU between SVSWA and ABC dated July 7, 2022

## RESOLUTION NO. 2022-

### **A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY (AUTHORITY) APPROVING THE MEMORANDUM OF UNDERSTANDING WITH THE ADMINISTRATION/FINANCE/RESOURCE RECOVERY BENEFITS COMMITTEE (ABC) FOR REPRESENTED UNIT EMPLOYEES FOR FISCAL YEARS 2022-2023 THROUGH 2024-2025**

**WHEREAS**, on April 13, 2022, ABC representatives submitted a petition for formal recognition as the exclusive bargaining group for the non-management administrative staff of the Authority referred to as the Administration, Finance and Resource Recovery Unit (Unit); and,

**WHEREAS**, on May 3, 2022, ABC was granted formal exclusive representation for the Administration, Finance and Resource Recovery Unit pursuant to Authority Personnel Policies adopted April 15, 2004; and,

**WHEREAS**, the General Manager in his designated capacity as the Personnel Officer, with assistance from Labor Counsel and the Assistant General Manager (Authority bargaining team) and in consultation with the Board and Executive Committee, has negotiated in good faith with ABC representatives to develop the attached successor ABC MOU 2022-25 presented herein for Board consideration.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors does hereby find, determine and resolve as follows:

**Section 1:** The General Manager/CAO and Assistant General Manager are authorized to execute the Memorandum of Understanding between the Authority and ABC as attached hereto and marked "Exhibit A."

**Section 2:** The Memorandum of Understanding between the Authority and ABC as attached hereto and marked "Exhibit A" is approved, adopted and implemented as of August 18, 2022 and pursuant to the provisions contained therein.

**Section 3:** The Clerk of the Board shall certify to the adoption of this Resolution and deem it effective as of August 18, 2022, but with some provisions therein being expressly retroactive to July 1, 2022.

**PASSED AND ADOPTED** by the Board of Directors of the Salinas Valley Solid Waste Authority this 18th day of August 2022 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

Christopher M. Lopez, President



ATTEST:

APPROVED AS TO FORM:

---

Erika J. Trujillo, Clerk of the Board

---

Roy C. Santos, Authority General Counsel

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**SALINAS VALLEY SOLID WASTE AUTHORITY**  
**AND**  
**ADMINISTRATIVE/FINANCE/RESOURCE RECOVERY BENEFITS COMMITTEE**  
**(ABC)**

**July 1, 2022 through June 30, 2025**

**Article 1. PARTIES, TERM AND ADOPTION OF MEMORANDUM OF UNDERSTANDING**

- 1.1 Parties. This Memorandum of Understanding (“MOU”) is made and entered into between the Salinas Valley Solid Waste Authority, a joint powers authority and a governmental entity separate from its member agencies and organized under the laws of the State of California pursuant to a Joint Powers Agreement (hereinafter referred to as the "Authority"), and Administration/Finance/Resource Recovery Benefits Committee (hereinafter referred to as the "ABC") pursuant to the Meyers-Milias-Brown Act (hereinafter referred to as the “MMBA”) (Gov. Code § 3500 et seq.) of the State of California and the Authority’s local labor relations rules.
- 1.2 Term. This MOU shall cover the period commencing July 1, 2022 and ending June 30, 2025.
- 1.3 Adoption. This MOU shall be presented to the Board of Directors of the Authority as the joint recommendation of the undersigned parties for salary and employee benefit adjustments for the period commencing July 1, 2022 and ending June 30, 2025. Upon Ratification by the ABC’s membership and approval by the Board of Directors of the Authority, this MOU shall become binding between the Authority and the ABC, retroactive to July 1, 2022, except as otherwise expressly stated herein.

**Article 2. RECOGNITION AND UNIT DESCRIPTION**

- 2.1 Authority Representative. The Authority’s Chief Administrative Officer (“CAO”), or any person or organization duly authorized by the CAO, shall be the representative of the Authority in employer-employee relations, as provided in Authority Resolution No. 2004-014.
- 2.2 ABC Recognition. ABC is the exclusive bargaining representative and recognized employee organization for the Administration, Finance and Resource Recovery Unit (hereinafter the “Unit”) which is comprised of the classifications listed in Section 2.3 below. The Authority recognizes the ABC as the only organization entitled to meet and

confer on matters within the scope of representation on behalf of Authority employees in the Unit, pursuant to the MMBA and the Authority's Personnel Policies, Article 2.04.200 and any subsequent updates to the Authority's Employee-Employer Relations Resolution.

2.3 Bargaining Unit. The Unit includes all employees who are employed by the Authority in the following classifications:

- a. Clerk of the Board
- b. Business Services Supervisor
- c. Human Resources Supervisor
- d. Accounting Technician I/II
- e. Administrative Support Assistant I/II
- f. Contracts and Grants Analyst
- g. Recycling Coordinator
- h. Resource Recovery Technician I/II

### **Article 3. EMPLOYMENT STATUS**

3.1 Probationary New Hire Appointment. A newly hired Unit employee is a probationary at-will employee for the initial six (6) months of actual and continuous service in that job position. During this time, management and the new employee closely evaluate the compatibility, abilities, and interest in the position.

3.2 Lateral Probationary Appointment. An existing employee who applies for and is appointed to a new classification that is not a promotion becomes a probationary at-will employee in the new classification for the initial six (6) months of actual and continuous service in that new job position/classification. During this time, management and the new employee closely evaluate the compatibility, abilities, and interest in the position. In the event a Lateral appointee is unsuccessful in completing the probationary period, the employee may be returned to their prior classification provided that a vacant position is then available.

3.3 Promotional Probationary Appointment. A promoted Unit employee is a probationary employee for the initial six (6) months of actual and continuous service in that promoted job position. During this time, management and the new employee closely evaluate the compatibility, abilities, and interest in the position. In the event a Lateral appointee is unsuccessful in completing the probationary period, the employee may be returned to their prior classification provided that a vacant position is then available.

- 3.4 Regular Full-Time Status. Regular full-time employees are those who are not in a part-time, temporary, seasonal, or probationary status and who are regularly scheduled to work at least 40 hours per week. These employees are entitled to receive all legally mandated benefits (Workers' Compensation, State Disability, Unemployment, Medicare Insurances, and similar benefits), and are also eligible for such other negotiated benefits (retirement, health insurance, paid-time-off (PTO), paid holidays, and similar benefits).
- 3.5 Probationary Extension Caused by Absence. Any significant absence (30 days or more) will extend the above probationary periods by the length of the absence. Periods of time on paid or unpaid leave of one work week or more shall automatically extend the probationary period until the successful completion of the probationary period.
- 3.6 Probationary Extension upon Authority Notice. If the Authority determines that the designated probationary period does not allow sufficient time to thoroughly evaluate an employee's performance, the probationary period may be extended for an additional three (3) month period at the Chief Administrative Officer's discretion with notice to the ABC. Upon satisfactory completion of the initial probationary period, employees enter the "regular" employment classification.

**Article 4. ABC MEMBERSHIP, NEW EMPLOYEE ORIENTATION, DISCLOSURE OF EMPLOYEE INFORMATION AND DUES DEDUCTIONS**

- 4.1 ABC Membership. The parties hereto recognize that membership in the ABC is not compulsory, that employees have the right to join, not join, maintain, or drop their membership in the ABC and that neither party shall exert any pressure on or discriminate against an employee regarding such matters.
- 4.2 New Employee Orientation. The Authority agrees to provide the ABC, when possible, no less than ten (10) business days' notice in advance of any new employee orientations and provide the ABC access to the orientation(s). Orientation refers to any onboarding process, whether in person, online or through other means. Access shall be determined by the ABC, which could mean representational attendance or correspondence. The ABC shall advise the Authority reasonably in advance as to the type of access requested. The Authority agrees to provide such reasonable notice of current employees that have changed position status (i.e., part-time to full time, promotional).
- 4.3 Disclosure of Employee Information.
- a. The Authority agrees to provide the ABC with the name, job title, department, work location, and work telephone number of newly hired employees within thirty (30) days of the date of hire. The Authority also agrees to provide the ABC with the name, job title, department, work location, work, home and personal cellular telephone numbers, personal email addresses and home address of all Unit employees once a quarter at ABC request.

- b. Notwithstanding the foregoing, the Authority will not provide the ABC with any home address, home telephone number, personal cellular telephone number, personal email address or birth date of any employee who has made a written request to the Authority regarding non-disclosure of said information. Upon receipt of a written request for non-disclosure of employee information, the Authority will provide the ABC with a copy of that request.

#### 4.4 Dues Deduction.

- a. Unit employees may choose to become a member of the ABC. If the employee chooses to become a member, ABC may request that the Authority deduct membership dues, initiation fees, and general assessments, as well as payment of any other membership benefit program sponsored by ABC and/or supplemental benefits, from the wages and salaries of members of ABC for all weeks worked. The phrase “weeks worked” excludes any week other than a week in which the employee earned a wage. ABC hereby certifies that it has and shall maintain all such deduction authorizations signed by the individual from whose salary or wages the deduction is to be made and shall not be required to provide a copy of an individual authorization to the Authority unless a dispute arises about the existence or terms of the authorization. Any request to begin dues deductions or cancel dues deductions must be made to ABC and not to the Authority. ABC is responsible for informing the Authority of the amount of dues deductions for employees. ABC dues shall be deducted each pay period in accordance with Authority procedures and provisions of applicable law from the salary of each employee whose name is provided by ABC.
- b. The Authority shall provide for payroll deductions on each payroll period (twenty-four times out of twenty-six payroll periods per calendar year). The Authority shall remit the total amount of deductions to the ABC by the 15th of the month through an electronic transfer. Any changes in ABC dues must be given to the Authority a minimum of thirty (30) days prior to change to accommodate changes to payroll.
- c. Employees in the Unit who are members of the ABC may withdraw from the ABC by sending notice to the ABC. ABC shall promptly certify to the Authority by correspondence (USPS) and by email to terminate dues deductions for any such employees, consistent with applicable law.
- d. ABC shall defend and indemnify the Authority for any claims made by a Unit employee for deductions made under this Article.

**Article 5. ACCESS, REPRESENTATION, SHOP STEWARDS AND BULLETIN BOARDS**

- 5.1 ABC Access to Work Locations. The parties recognize and agree that in order to maintain good employee relations, it is necessary for ABC Business Representatives to have access to work locations, to confer with Authority employees during working hours, to post bulletins on the ABC designated bulletin board or assigned space on a designated bulletin board, investigate and process grievances and disciplinary actions, or meet with members for the purpose of representing members in their relations with the Authority.
- a. ABC Business Representatives shall be granted access upon obtaining authorization from the CAO and/or their designee prior to entering a work location and after advising of the general nature of the business. However, the CAO and/or their designee may deny access or terminate access to work locations if, in their judgment, it is deemed that the visit would interfere with the efficiency, safety, or security of Authority operations. The CAO and/or their designee shall not unreasonably withhold timely access to work locations. The CAO and/or their designee shall ensure that there is at all times someone designated who shall have full authority to approve access. If a request is denied, the CAO and/or their designee shall establish a mutually agreeable time for access to the employee.
  - b. ABC Business Representatives granted access to work locations shall limit such visits to a reasonable period of time, taking into consideration the nature of the grievance or appeal. The CAO and/or their designee may mutually establish with the ABC Representative reasonable limits as to the number of visits authorized with the same employee on the same issue, and reasonable limits as to the number of employees who may participate in a visit when several employees are affected by a specific issue. The Authority shall not unduly interfere with ABC's right to access work locations, so long as such access does not interfere with the performance of Authority business.
- 5.2 Shop Stewards. The ABC may select two (2) Unit employees as Shop Stewards. The Shop Stewards shall be given reasonable release time to attend meetings with management representatives, or to be present at hearings where matters within the scope of representation or grievances are being considered. The use of official time for this purpose shall be reasonable and shall not interfere with the performance of Authority business. One Shop Steward shall be permitted release time, if needed, to attend Authority Board Meetings, when such meetings occur during the Shop Steward's scheduled work period.
- 5.3 ABC Bulletin Boards. The Authority will provide ABC access to a reasonable portion of existing bulletin board space for ABC notices or provide ABC access to install its own bulletin boards for such use. Only bulletin boards or bulletin board space designated by the CAO and/or their designee may be used for posting of ABC notices. ABC shall be responsible for all postings and Authority shall be under no obligation to

post for the ABC. Designated bulletin boards or bulletin board space shall only be used for the following notices:

- a. Scheduled ABC meetings, agenda, and minutes; and
- b. Information on ABC elections and the results; and
- c. Information regarding ABC social, recreational, and related news bulletins; and
- d. Reports of official business of ABC.

Notices that are posted, distributed through the mail system, or placed in an employee's Authority mailbox shall not be obscene, derogatory, defamatory, or of a political nature, or directed at any employee or official in the Authority; nor shall they pertain to public issues which do not involve the Authority or its relations with Authority employees.

#### **Article 6. NON-DISCRIMINATION**

Consistent with state and federal law, there shall be no discrimination or harassment of any kind based on any statutorily (federal, state, or local) protected class, including but not limited to: race, religious creed, color, national origin, ancestry, physical disability (including HIV and AIDS), mental disability, medical condition (ex.: cancer), genetic information, marital status, sex, gender identity, gender expression, age, sexual orientation, pregnancy, political affiliation, military and veteran status or legitimate ABC activities, (as set forth in this MOU herein), against any employee or applicant for employment by the ABC or the Authority.

#### **Article 7. EMPLOYEE RIGHTS**

Pursuant to the MMBA Sections 3502 and 3504, employees of the Authority shall have the right to form, join and participate in the activities of employee organizations of their own choosing for the purposes of representation on all matters relating to employment conditions and employer-employee relations, including not limited to, wages, hours and other terms and conditions of employment, except, however, that the scope of representation shall not include consideration of the merits, necessity, or organization of any service or activity provided by law or executive order. Employees of the Authority also shall have the right to refuse to join or participate in the activities of employee organizations and shall have the right to represent themselves individually in their employment relations with the Authority. Per MMBA Section 3506, the Authority and its employee organization(s) shall not interfere with, intimidate, restrain, coerce or discriminate against employees of the Authority because of their exercise of their rights under MMBA Section 3502.

#### **Article 8. MANAGEMENT RIGHTS**

The rights of the Authority include, but are not limited to, the exclusive right to determine the nature and extent of services to be performed, as well as the right to determine and implement its public function and responsibility; determine the mission of its constituent departments; manage and control all property, facilities and operations, including the methods, means and personnel by which

the Authority's operations, including the methods, means and personnel by which the Authority's operations are to be conducted; set standards of service; determine the size and composition of the working force; determine the procedures and standards of selection for employment and promotion; direct its employees; take disciplinary action; relieve its employees from duty for lack of work, funds or for other legitimate reasons; maintain the efficiency of governmental operations; determine the content of job descriptions and classifications; take all necessary actions to carry out its mission in emergencies; exercise complete control and discretion over its organization and technology of performing work; and take such other and further action as may be necessary to organize and operate the Authority in the most efficient and economical manner and in the best interest of the public it serves. The Authority agrees to meet and confer over changes in any wages, benefits or conditions of employment within the scope of representation as defined by MMBA and PERB.

## **Article 9. ACCESS TO PERSONNEL FILES**

Personnel files are the property of the Authority and access to the information they contain is restricted as determined by the Authority and state law. Generally, only members of management staff of the Authority, who have a legitimate business reason to review information in a personnel file, are allowed to do so. Pursuant to Labor Code section 1198.5, every current and former employee, or their representative, has the right to inspect and receive a copy of the personnel records that the employer maintains relating to the employee's performance or to any grievance concerning the employee. Any request for inspection of a personnel file or copy thereof relating to the employee's performance or to any grievance concerning the employee shall be done with reasonable advance notice as required by law and shall be made to the Authority's Human Resources Supervisor and CAO. The Authority is entitled to take reasonable steps to verify the identity of any current or former employee or their authorized representative and allow personnel file inspection in the presence of authorized management personnel. For purposes of this Article, "representative" means a person authorized in writing by the employee to inspect, or receive a copy of, their personnel records.

## **Article 10. RESIGNATION**

- 10.1 Resignation is defined as employment separation initiated by an employee who chooses to leave the Authority voluntarily. Resigning employees must submit a written Notice of Resignation (available from Human Resources) and are asked to give no less than two (2) weeks' notice. This advance notice does not include any leave time or any other compensated or non-compensated working time.
- 10.2 Circumstances may exist where the Authority, in its sole and absolute discretion, may exercise its right to accept a resignation immediately or to accelerate the final date of employment. If the Authority terminates an employee for no cause prior to their tendered resignation date, then the Authority shall pay the employee the balance of the amount of base salary that would be owed to the employee had they worked up to their stated resignation date. Whether the date designated by the employee or a date selected by the Authority becomes the employee's last day of work, the employee's personnel records will normally indicate voluntary resignation, unless terminated for cause.



- 10.3 Employees who fail to report to work for three (3) consecutive work shifts without proper notification will be considered to have abandoned their job and to have voluntarily resigned from the Authority. Unless the employee submits a written resignation notice, the Authority shall serve a Notice of Proposed Discipline – Termination and provide for pre-disciplinary response and post discipline appeal.

**Article 11. COMPLIANCE WITH MOU AND EMPLOYER POLICIES**

The Authority's personnel policies are included in its Employee Handbook, Personnel Policies, and various Administrative Procedures. In the event of any violation of the terms of this MOU or the Authority's Employee Handbook, Personnel Policies, or Administrative Procedures, responsible and authorized representatives of the ABC and/or the Employer shall promptly take such affirmative action as is within their power to correct and terminate such violation for the purpose of bringing any unauthorized persons into compliance with the terms of the policy, procedure or rule at issue. Individuals acting or conducting themselves in violation of the terms of such policy, procedure or rule may be subject to discipline, up to and including discharge. Notwithstanding the preceding language, any alleged violations of the Authority's separate policies, procedures or rules shall not be deemed a violation of this MOU.

**Article 12. SENIORITY FOR SCHEDULING, ASSIGNMENTS, PAID TIME OFF, OVERTIME, ETC.**

- 12.1 The Authority shall endeavor to approve requests for vacation leave in a timely manner. PTO, work schedules, including Holidays, shift assignments and training assignments shall be done in accordance with seniority within each job classification group. The Authority shall endeavor to provide two consecutive days or three consecutive days off when scheduling shift assignments, if operational needs allow it.
- 12.2 The Authority shall endeavor to establish work week schedules that consist of the traditional 5 day 8 hours per day work week (5/8) schedule, or alternative work schedules such as a 4 day 10 hours per day (4/10) work week schedule, 4 days of 9-hour days and one 4-hour day or any schedule that allows for 40 hours worked per workweek. The Authority may modify or change employee work schedules to meet business needs with a minimum 14-day notice.
- 12.3 Unit employees may flex their weekly work schedule with advanced approval from the Supervisor/Department Manager and CAO. Flex work schedules must occur between the hours of 6:00 am and 6:00 pm Monday through Friday and may include a voluntary reduction or elimination of the requesting employee's lunch break. Schedules and workdays will follow the guidelines of Article 12.2 unless special exception is granted in advance by the Supervisor/Department Manager and CAO.
- 12.4 An employee working 9 or more hours per day may be required to take two formal breaks during the longer shifts. Temporary variations from the above work schedule or shift assignments may be required to meet Authority operational requirements in the event of unscheduled absences or extended leaves of absence.

- 12.5 Unit employees may bid for particular work schedules assigned by the Authority to a classification group on the basis of seniority within classification group to the extent that doing so reasonably meets the business and operational needs of the Authority.
- 12.6 Paid-Time Off requests are to be submitted to the employee's supervisor by the 10<sup>th</sup> day of each month. The employee's supervisor will review all requests received and will approve or reject request based on Seniority by the 20<sup>th</sup> of each month with a rolling six (6) months. Example: A November vacation request should be submitted by May 10<sup>th</sup> in order to be designated by seniority. After the 20<sup>th</sup> of the month all, available dates for November are open on a first come first serve basis. Requests are considered no more than six months (180 days) in advance.

### **Article 13. POSTING OF POSITIONS**

The Authority shall endeavor to recruit open positions internally before proceeding to external recruitment but reserves the right in its sole discretion based on business needs and efficiency to recruit internally, externally or both concurrently.

### **Article 14. SALARIES**

- 14.1 Cost of Living Adjustment 2022/23. Effective the first full pay period in July 2022, all Unit employees will receive a cost-of-living adjustment of 3.5% of base pay as reflected in the attached Salary Schedule, Attachment 1.
- 14.2 Cost of Living Adjustment 2023/24. Effective the first full pay period in July 2023, all Unit employees will receive a cost-of-living base pay increase of a minimum of 1.5% and maximum of 3.5% as determined by the Consumer Price Index for San Francisco/Oakland/San Jose Urban Wage Earner and Clerical Worker (CPI-W) percentage increase from December 2021 to December 2022.
- 14.3 Cost of Living Adjustment 2024/25. Effective the first full pay period in July 2024, all Unit employees will receive a cost-of-living base pay increase of a minimum of 1.5% and maximum of 3.5% as determined by the Consumer Price Index for San Francisco/Oakland/San Jose Urban Wage Earner and Clerical Worker (CPI-W) percentage increase from December 2022 to December 2023.
- 14.4 Bilingual Pay. The Authority shall designate which Unit employee job classifications require the ability to speak Spanish and English. Unit employees assigned to one of these classifications who successfully demonstrate the ability to fluently speak, read and write both Spanish and English shall be eligible for bilingual pay equal to 5% of the employee's base pay. If the Authority determines that other languages are needed, the same concept shall apply for bilingual pay for those additional languages.
- 14.5 Longevity. ABC unit employees shall be eligible for longevity pay on their 10<sup>th</sup>, 15<sup>th</sup> and 20<sup>th</sup> year anniversary of hire as follows: 2.5% increase in base pay on their 10<sup>th</sup> year anniversary, 5% increase in base pay on their 15<sup>th</sup> year anniversary, and 7.5% increase in base pay on their 20<sup>th</sup> year anniversary.

- 14.6 Out of Class Appointment Pay. Government Code section 20480 defines an “out-of-class appointment” to mean an appointment of an employee to an upgraded position or higher classification by an employer or governing board or body in a vacant position for a limited duration shall not exceed a total of 960 hours in each fiscal year. For purposes of this section, a “vacant position” refers to a position that is vacant during recruitment for a permanent appointment. A vacant position does not refer to a position that is temporarily available due to another employee's leave of absence. An employee who is appointed by the Division Manager with approval from the CAO to perform all the duties of a higher classification shall receive ten percent (10%) Out of Class Pay while performing those duties. Such pay shall start on the first day of the appointment effective date and be based on the employee's established salary. Out of Class Pay will be paid within the pay period in which the Out of Class Pay was worked.
- 14.7 Additional Duties Pay. Unit employees who are formally assigned to take on duties outside their classification must be assigned to do so in writing signed by their Division Manager. Additionally, the CAO must authorize the extra duties and extra pay. Documentation of these approvals shall have a set end date and be placed in the employee's personnel file. Additional Duties Pay shall be at least a five percent (5%) and may be up to ten (10%) increase to the base salary of the employee based on the degree of duties assigned for the duration of the assignment at the sole discretion of the Authority and shall not apply where employees are formally appointed to act and work in a higher temporarily vacant and budgeted position.
- 14.8 Equity Adjustments. Based on the 2021/22 Compensation Study, the Authority and ABC agree to a salary equity adjustment of a 12.5% increase to the base pay range for the Human Resources Supervisor (applied as follows: 7.5% in FY 22/23 and 5.0% in FY 23/34) and a 10.0% increase to the base pay range for the Business Services Supervisor (applied as follows: 7.5% in FY 22/23 and 2.5% in FY 23/24). The Equity Adjustments are included in the attached Salary Schedule, Attachment 1.
- 14.9 Compensation and Benefits Study 2024/25. In the final year of this MOU, the Authority will commission a Total Compensation and Benefits Study for all Unit classifications to determine how competitive the Authority is within its labor market by collecting and analyzing total compensation inclusive of monthly base salary and benefits data. Each Unit employee shall have the opportunity to review their respective job description to ensure accuracy of duties and responsibilities. The Authority and the ABC shall meet and confer to approve the scope of work defining the process by which the Study is conducted, how positions are compared, and which agencies will be surveyed. The Study will take place and be completed by January 4th of the final year of the MOU.

## **Article 15.        COMPENSATION STRUCTURE, SALARY RANGES AND STEPS**

- 15.1 Compensation Structure. The Authority and the ABC strive to establish equitable wage rates and benefits so that every employee is paid according to the working conditions, responsibilities, and requirements of the job. We try to keep wages and benefits equal to or better than that of employees performing similar services in comparable public

agencies in our industry. Attachment 1, Salary Schedule, shall be the agreed upon Unit employee salary ranges effective the first full pay period in July 2022. Each salary range consists of 11 Steps and each Step within the salary range shall be 2.5% apart. Initial probationary increases awarded at the end of a probationary period will not exceed one step (2.5%) and shall never exceed Step 11, which is the highest allowed Step.

15.2 Merit/Evaluation Increases. The Authority believes in rewarding employees based on their individual performance through annual Merit/Evaluation increases based on a number of factors, including job performance. Employee performance is measured against standards of performance for their particular job, as well as their department's performance standards and organizational goals and objectives in general. Subsequent Merit/Evaluation increases shall take place on the annual evaluation date. Regular employees are eligible for, but not guaranteed, a Merit/Evaluation increase. Failure to complete an evaluation by the Authority on the annual evaluation period, shall not be a bar to any potential increase. Changes to an employee pay range or step shall be effective with the pay period inclusive of the effective date of the change. Annual Merit/Evaluation salary range step increases are based on a numerical scale to correspond with level of performance: Meets standards = 2.5%, Exceeds = 5%, and Outstanding = 7.5%. Employees who have reached Step 11 will not be eligible for a Merit/Evaluation increase. An employee receiving a less than satisfactory evaluation may not receive a Merit/Evaluation increase, but they may appeal the evaluation to the CAO for a final determination, without any other right of grievance or appeal.

15.3 Classification Levels. The Authority employs alternate staffing whereby a position may be filled at one of several related levels within a classification. Under alternate staffing, the Board establishes the allocation in the classification. The position may then be filled at any class level as determined by management. Movement between levels within a classification is evaluated by experience and time in a classification and is not considered a promotion and does not create a new probationary period. Movement to the next higher class level is also not automatic. Managers/supervisors will objectively evaluate the performance of each employee and an employee will not be appointed to the next higher class level until the employee's immediate manager/supervisor has certified that the employee has the skills necessary to perform the duties of the higher class level satisfactorily. Appointment to the next class level shall always include a pay increase and may occur at:

- a. The completion of an employee's probationary period.
- b. The completion of an employee's annual performance evaluation.

## **Article 16. BENEFITS**

### **16.1 Health Insurance**

The Authority will continue to offer CalPERS provided medical insurance, as well as Dental and Vision Services coverage and shall contribute ninety percent (90%) of the total 2022 premium amount for ABC represented employees. Employees

electing medical, dental and/or vision coverage shall pay ten percent (10%) of the total 2022 premium amount. Authority and ABC acknowledge that the premium amounts are established by the respective insurance providers and are subject to change.

Effective January 1, 2023, through the term of this MOU, the Authority shall pay eighty five percent (85%) of all ABC represented employee selected health care premiums and the employee shall fifteen (15%) of all their selected health care premiums. Payroll deductions for the January 1, 2023, medical insurance premiums (and all future monthly medical insurance premiums) occur in the month prior to premium due date.

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

16.2 Section 125 Flexible Benefits Plan

Employees may elect to use pre-tax earnings for supplemental benefits for cancer insurance, intensive care insurance, accident insurance, hospital indemnity insurance, special health events, medical expenses reimbursement, or dependent care reimbursements. The Authority shall continue to pay the Administrative Fee associated with this benefit.

16.3. Employee Assistance Program

Employees, their dependents, spouse or domestic partner may seek family counseling and professional services referrals through Concern Employee Assistance Program for areas such as stress, finances, family legal, alcohol, drugs and health. The current plan provides for up to five (5) visits per issue per twelve (12) month period.

16.4. Short and Long-Term Disability Insurance

Employees participate in the worker-funded State of California State Disability Insurance program at the cost established by the Employment Development Department. Long-term disability insurance is offered at no cost to employees. The Authority covers 100% of the premium for the employee. The benefit will provide up to 60% of compensation and a maximum of \$7,500 per month up to age 65 with a 90-day waiting period due to a non-work-related disability. Employees also participate in the State funded short-term disability program.

16.5. Life Insurance

The Authority provides employees a life and AD&D insurance policy at one-time their annual salary, with a minimum coverage of \$50,000 and a maximum coverage of \$200,000. Employees are eligible for this benefit on the first of the month following date of hire.

16.6. California Public Employee Retirement System (“CalPERS”)

Unit employees defined by CalPERS as “Classic Members” shall pay the employee’s contribution to CalPERS as determined by CalPERS, currently 7% of earnable compensation. The Authority’s CalPERS contract provides that represented Classic Members shall make an additional 1% cost sharing contribution to the employer’s contribution to CalPERS with the additional 1% credited to the employee’s account.

Unit employees defined by CalPERS as “PEPRA” members are subject to the Public Employees’ Pension Reform Act of 2013, according to which they are required to contribute 50% of normal costs as required by CalPERS.

16.7. Deferred Compensation

The Authority shall offer an opportunity for employees to voluntarily contribute to an IRS 457 Deferred Compensation Plan through pre-tax payroll deductions.

16.8. Education Assistance

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

16.9. Physical Fitness/Wellness Program

The Authority will reimburse employees up to \$500 annually toward the cost of employee’s health or fitness club membership.

16.10 Protective Footwear Voucher/Reimbursement

Represented employees whose work requires Protective Footwear will receive a purchase voucher from their Department Manager or Supervisor annually for up to \$240.00 for safety boots that meet the approved Protective Footwear specifications. This voucher or reimbursement amount shall increase annually by \$10 per year on July 1st of each subsequent year of this MOU. The Department Manager will check and verify employee’s last purchase date and ensure that employee did not purchase safety boots less than twelve (12) months prior when requesting new safety boots. Approved Protective Footwear Specifications:

- ° Steel Toe/Plate
- ° Puncture Resistant
- ° Laced up with ankle support

° Oil Resistant

If the employee chooses to purchase the safety footwear with the approved specs from a non-vendor, the Authority will reimburse up to \$240.00 per employee, per twelve (12) month period for the acquisition, replacement and or/repair of safety boots purchase. No more than one (1) pair of safety boots will be reimbursed in a twelve (12) month period. Each employee shall provide original proof of purchase and/or repair for approval by the department Manager, prior to receiving reimbursement. Costs in excess of \$240.00 is the responsibility of the employee.

## **Article 17. LEAVES**

17.1 **Paid Time Off.** Unit employees are provided with Paid Time Off (PTO) which can be used for such things as vacation, sick leave, family leave, etc. PTO accrual rates are based upon length of service as defined in the table below. New employees earn 22 days per year which then increases one day per year for the first 6 years of service and then 0.5 (one half) day per year of service up to a maximum of 33 days per year. Employees may request PTO cash-out provided an Employee has taken at least 10 days of leave during the preceding year and that an irrevocable request is made in one fiscal year and paid out in a subsequent fiscal year. The maximum accrual for PTO shall be 400 hours. New accrual rates will begin on July 1, 2022, based on Employee's current number of service years and will not be applied retroactively.

An employee who exceeds the maximum accrued hours will receive a payment equal to forty (40) hours of the employee's current base hourly pay rate in the regular paycheck following the date when the maximum was exceeded, regardless of the PTO leave taken in the preceding calendar year. In lieu of payment, an employee may submit a leave request for forty (40) hours of PTO or may elect to donate the hours to the Paid Time Off Donation Program.

<i><b>Employment Year</b></i>	<i><b>Days accrued per year</b></i>	<i><b>Hours accrued per biweekly pay period</b></i>
1st year	22	6.77 hours/pay period
2nd year	23	7.08 hours/pay period
3rd year	24	7.38 hours/pay period
4th year	25	7.69 hours/pay period
5th year	26	8.00 hours/pay period
6th year	27	8.31 hours/pay period
7th year	27.5	8.46 hours/pay period
8th year	28	8.62 hours/pay period
9th year	28.5	8.77 hours/pay period

10th year	29	8.92 hours/pay period
11th year	29.5	9.08 hours/pay period
12th year	30	9.23 hours/pay period
13th year	30.5	9.38 hours/pay period
14th year	31	9.54 hours/pay period
15th year	31.5	9.69 hours/pay period
16th year	32	9.85 hours/pay period
17th year	32.5	10.00 hours/pay period
18th year to separation or retirement	33	10.15 hours/pay period

- 17.2 PTO Cash Out. The above PTO accrual chart reflects an employee who regularly works 40 hours per week.

The length of eligible service is calculated on the basis of an anniversary year, which is the 12-month period that begins on the employee's date of hire.

To use PTO, represented employees must make a written request to and receive written approval from their Supervisor or Department Manager. Requests will be reviewed and considered based on a number of factors, including Seniority, business needs and staffing requirements. PTO is paid at the employee's base hourly pay rate at the time it is used and does not include overtime or any special forms of compensation such as incentives or bonuses.

A represented employee may request cash-out of accrued PTO hours. The maximum combined annual PTO cash-out payments in a calendar year are eighty (80) hours. Employees requesting a cash-out must have taken at least eighty (80) hours of PTO Leave during the preceding 12-month period to receive a cash-out payment of PTO. Further, the employee must irrevocably designate the amount of PTO to be cashed-out on or before December 1 of each year on a form to be provided by the Authority, which will be paid in the following calendar year.

- 17.3 Attendance and Punctuality. To maintain a safe and productive work environment, all employees shall be punctual in reporting for scheduled work or in reporting their absence from work. Absenteeism and tardiness place a burden on other employees and on working operations. In the event an employee becomes aware of an anticipated tardiness or absence, they are required to notify their Supervisor or the Department Manager as soon as possible, and no later than one (1) hour prior to the beginning of their scheduled shift. If it is before or after normal working hours, the employee shall notify their supervisor by sending a text or leaving a voice message with a return number. The Supervisor and/or Department Manager should message



or call-in return to acknowledge the call within an hour to ensure that there is documentation that the employee's communication was received to avoid allegations of a no call/no show.

Excessive absenteeism (excused or not), including early departures, will not be tolerated and may result in counseling or corrective action, or discipline up to and including termination of employment. Each situation of excessive absenteeism or tardiness shall be evaluated on a case-by-case basis.

#### 17.4

Unscheduled PTO. Unscheduled PTO is to be used for illness or injury, and the following provisions shall apply:

- a. Failure to follow reporting procedures outlined above or herein may result in an unexcused absence;
- b. A doctor's certificate may be required as proof of need for absence of three (3) or more days and to medically release an employee to return to work;
- c. Up to one-half of the current year's PTO accrual can be used for the injury or illness of the employee's child, parent, spouse, domestic partner or domestic partner's child.
- d. If a Supervisor/Manager has reason to believe that an employee is not using their unscheduled PTO appropriately, e.g., unusual pattern of sick use, excessive use of incidental sick use, etc., the employer may place the employee on a sick use reporting requirement. Employees placed on Sick Use Reporting will be required to bring a doctor's note for all absences until they are released from this requirement. The steps for this process shall be as follows:
  1. The Supervisor/Manager will meet with the employee and provide a list of problem absences. Absences subject to FMLA or workplace injury (workers' compensation) or other protected leave shall not be included in the list of problem absences.
  2. The Supervisor/Manager will provide the employee with written documentation that specifically outlines the employer's concerns and expectations. The employee will be notified in writing of the timelines and the goals they are expected to achieve.
  3. The employee and the Supervisor/Manager will meet at least quarterly to discuss this issue until the employee is removed from the Sick Use Reporting requirement.

4. Nothing herein shall preclude the Authority from taking disciplinary action for abuse of unscheduled PTO in accordance with existing MOU provisions in addition to following the procedures outlined above.
- e. Unscheduled PTO can be used for an absence necessitated by the employee's incapacitation from the performance of regular duties due to personal illness, injury or pregnancy.
  - f. Unscheduled PTO can be used for medical, optical or dental office appointments.
  - g. Unscheduled PTO can be used for absence due to the illness of a family member. Family Member for the purpose of this provision is defined as any person related by blood or marriage and includes domestic partners that have been certified with the Secretary of State's office in accordance with AB 26 (Chapter 588, Statutes of 1999).
  - h. Unscheduled PTO can be used for any other situation not described above and which is prescribed or required by state and/or federal law.
- 17.5 Catastrophic Leave Donation Program. In the unfortunate event that an employee is required to take an extended period of time off for either their own serious illness or an immediate family emergency, other employees may opt to donate or transfer accrued PTO or Flexible Leave that they have in excess of forty (40) hours. Donations can be made by filling out a PTO and Flexible Leave Request Form and forwarding it to the Human Resources Supervisor. Payroll will confirm the donated hours and make the transfer to the Sick Leave Bank. To qualify for donated PTO, Flexible Leave, an employee must have a need in excess of their current combined PTO and Flexible Leave balances.
- 17.6 Flexible Leave. Represented employees are provided sixty (60) hours of Flexible Leave on January 1st of each year. The flexible leave benefit allows an employee to take time off with approval of their supervisor, or to cash-out all or part of the Flexible Leave balance. Flex Leave cannot be requested for a period more than 180 days in the future. Flexible Leave cannot be carried over beyond the calendar year received and any employee who has an accumulated balance as of the final pay date of any calendar year will receive payment of the accrued hours at their then current base hourly rate of pay. Individuals not employed as of January 1 of any calendar year shall receive a pro-rated leave amount based on the number of pay periods remaining in the calendar year. Should an employee separate employment, any accrued flex leave shall be paid out with the employee's final paycheck.
- 17.7 Holiday Leave. Employees are governed by the Holiday provisions set forth in the Authority's Employee Handbook. Cesar Chavez Day (March 31) and Juneteenth (June 19) will be added to the list of approved holidays, and Lincoln's Birthday (February 12) and one floating holiday will be eliminated.

The Authority recognizes the following holidays for ABC represented employees:

New Year's Day .....	January 1st
Martin Luther King Jr. Day.....	Third Monday in January
Presidents' Day.....	Third Monday in February
Cesar Chavez Day.....	March 31st
Memorial Day.....	Last Monday in May
Juneteenth Day.....	June 19th
Independence Day .....	July 4th
Labor Day.....	First Monday in September
Veteran's Day.....	November 11th
Thanksgiving Day .....	Fourth Thursday in November
Day after Thanksgiving.....	Fourth Friday in November
Christmas Eve Day.....	December 24th
Christmas Day .....	December 25 <sup>th</sup>

All regular full and part-time, Unit employees who do not work on a designated holiday due to the facility closure associated with the holiday above, will receive 8 hours of holiday pay at their regular rate of pay. Unit employees are granted one Floating Holiday to be used at employee's discretion subject to approval. Requests for the use of a floating holiday will be the same as PTO requests. The first time an employee uses a full day of eight (8) hours of PTO will be considered an employee's election to use their Floating Holiday. PTO, Floating Holiday or Flexible Leave will not be counted as hours worked for the purposes of determining overtime and shall not be counted as days worked prior to or after the holiday for purposes of entitlement to holiday pay. All regular full and part-time, Unit employees who work on a designated holiday will receive holiday pay at their regular rate of pay for the number of hours actually worked that day. All holidays shall be observed on the dates designated above, and not on any other dates regardless of whether they fall on a weekend.

Employees must work the last scheduled day before a holiday and the first scheduled working day following the holiday to be eligible for holiday pay. If an employee has a preapproved and/or excused absence on a holiday, the supervisor may authorize providing holiday pay in lieu of reducing an employee's paid absence (e.g., PTO).

#### **Article 18.       EMERGENCY RESPONSE**

Any Unit employee who is called to work other than on a scheduled basis shall be compensated for actual hours worked with a minimum of two (2) hours at time and one-half (1½) the employee's current hourly rate of pay commencing at the time the employee reaches the place where she/he is

directed to report and continues until she/he is released or the work is completed, whichever is earlier. This provision shall not apply to situations where the employee is called in early to a scheduled shift or held over after a scheduled shift.

## **Article 19. REST AND MEAL PERIODS**

- 19.1 Unit employees are authorized and permitted to take one ten-minute rest period during each four (4) hour work period. Rest periods are not provided if the total daily work schedule is less than 3-1/2 hours. To the extent possible, rest periods are to be taken in the middle of work periods. Rest periods may not be combined or added to meal periods. Rest periods will not unduly interfere with the efficient operations of the Authority. Employees are not required to clock in and out for rest periods. Since this time is counted and paid as time worked, employees shall not be absent from their workstation beyond the allotted time.
- 19.2 Unit employees who are scheduled for shifts in excess of five (5) hours will be provided with one unpaid meal period of 30 minutes or 60 minutes in length as determined by the Authority based on site specific needs. Meal periods are determined by individual flexible schedules or management will schedule meal periods to accommodate operation requirements and will relieve the employee of all active responsibilities and restrictions during meal periods. Meal periods are unpaid and employees must utilize the Authority to provided administrative office in-and-out board to acknowledge when they are taking their lunch break. If an employee's work shift is six (6) hours, they may waive the unpaid meal period but must do so in writing on a form provided by the Authority. Employees who fail to take meal periods are not entitled to any additional compensation other than being paid for their actual work hours.
- 19.3 The Authority may stager employee breaks and meal periods based on start times for business purposes, if necessary.
- 19.4 Teleworking for up to 2 days per work week may be allowed with advanced approval of the Supervisor/Department Manager and CAO in accordance with the Authority's Teleworking Policy. Teleworking approvals may be suspended or terminated by the Supervisor/Department Manager and CAO based on business needs.

## **Article 20 GRIEVANCE PROCEDURE**

- 20.1 Grievance Defined. A grievance is a complaint that there has been a violation of this MOU, the personnel policies of the Authority, and/or local, state or federal law. The represented Unit employee and/or their designated representative bringing such a complaint shall state how the violation affects their wages, hours, working conditions, or job security, as provided for in this MOU, the personnel policies of the Authority, and/or local, state or federal law.

20.2 Informal Discussion. When a represented Unit employee has a grievance complaint, the employee and/or their designated representative shall first informally discuss the matter with the employee's immediate supervisor within fifteen (15) working days from the incident or decision generating the grievance. If after the discussion with the immediate supervisor, the complaint has not been satisfactorily resolved, the employee and/or their designated representative shall have the right to informally discuss the complaint with the supervisor's immediate superior. If after such a discussion, the complaint has not been satisfactorily resolved, the represented Unit employee shall have the right to file a formal written grievance on a form to be supplied to the ABC by the Authority.

20.3 Formal Grievance Procedure. A formal written grievance shall be used to resolve a represented Unit member's grievance complaint which the employee believes has not been satisfactorily resolved by the informal discussion process described above. The procedure is as follows:

- a. A represented Unit employee shall have the right to present a formal grievance, in writing, within fifteen (15) working days after the discussion of the grievance with the immediate supervisor and the immediate supervisor's superior, if applicable. All formal written grievances shall state: (1) the violation of this MOU, the personnel policies of the Authority, and/or local, state or federal law; (2) how it affects the employee's wages, hours, working conditions or job security; and (3) the employee's requested remedy.
- b. The formal written grievance shall be presented to the Division Manager. The Division Manager shall discuss the grievance with the represented Unit employee and/or their designated representative. Within fifteen (15) working days after receipt of the formal written grievance, the Division Manager shall render a written decision regarding its merits. If the Division Manager's decision does not satisfactorily resolve the grievance complaint, the employee and/or their designated representative may present the formal grievance to the CAO. The grievance shall be considered resolved and no further administrative review of the subject matter of the grievance shall be permitted when the employee does not seek further review of the grievance within fifteen (15) working days after the receipt of the decision of the Division Manager. Failure of the Division Manager to render a written decision on the grievance within fifteen (15) working days constitutes a decision denying the grievance and the employee may proceed to the next step in the grievance process.
- c. When a represented Unit employee presents a formal grievance to the CAO, the CAO shall discuss the grievance with the employee and/or their designated representative. Within fifteen (15) working days after receipt of the formal grievance, the CAO shall render a written decision regarding its merits. The decision of the CAO shall resolve the grievance and no further review of the subject matter of the grievance shall be permitted within the

Authority's administrative process. Should the CAO fail to render a written decision within fifteen (15) working days, the grievance shall be deemed denied and the administrative procedures completed.

- 20.4 No Reprisals. The Authority shall not institute any reprisals against any represented Unit employee or their designated representative resulting from the use of the grievance procedure.

## **Article 21      DISCIPLINE**

- 21.1 Purpose. Except as modified herein, the employment policies of the Authority are described in the Employee Handbook. Adherence to standards of performance and conduct is necessary for the Authority to operate in the most effective manner possible. Disciplinary procedures have been established to handle rule violations, or any other misconduct, which has or may have a detrimental effect on the Authority, its operations, or its employees.
- 21.2 Types of Discipline. Discipline shall include verbal counseling, written counseling, a performance improvement plan, suspension, salary reduction, demotion, and termination as appropriate for the specific situation. While discipline should be progressive and commensurate with the nature and degree of the misconduct or poor performance at issue, certain conduct or performance problems may result in termination even for the first offense. Verbal counseling and/or written counseling may be subject to a grievance, but are not entitled to any form of pre-disciplinary notice and response rights nor any form of post-discipline imposition due process appeal rights.
- 21.3 Performance Improvement Plan. Performance deficiencies may be addressed through a Performance Improvement Plan on a stand-alone basis based upon recent performance issues, as part of an employee performance review, or as part of a counseling or discipline process. The primary objective is to establish a formal plan of action for improvement, observe the employee's progress, evaluate the employee's work performance, and to determine the employee's continued suitability for the position they hold.
- 21.4 Pre-Disciplinary Notice and Response Rights. A represented employee may be subject to discipline by a Division Manager. When suspension, salary reduction, demotion, or termination is being proposed against a represented employee who has passed probation, the employee shall be afforded pre-disciplinary notice and response rights starting with a NOTICE OF PROPOSED DISCIPLINARY ACTION ("NOTICE") from the disciplining authority which shall include the following:
- a.      The type of discipline being proposed; and

- b. The date the proposed discipline is intended to be effective; and
- c. The specific grounds and particular facts upon which the proposed discipline is based; and
- d. A copy of all written materials, reports or documents upon which the proposed action is based; and
- e. A statement of the employee's right to respond either orally or in writing to the proposed discipline within five (5) workdays of service of the NOTICE; and
- f. A statement that failure to respond at or by the time specified shall constitute a waiver of the right to respond prior to discipline being imposed.

21.5 Notice Of Disciplinary Action Being Imposed. After the response, or the expiration of the employee's time to respond, to the NOTICE OF PROPOSED DISCIPLINARY ACTION, the appropriate disciplining authority shall:

- a. Consider the employee's response; and
- b. Decide whether to uphold, modify or rescind the proposed disciplinary action; and
- c. Serve the employee with a written NOTICE OF DISCIPLINARY ACTION BEING IMPOSED, which shall include the reasons for the disciplinary action being imposed, the effective date for imposition of the disciplinary action, and the employee's rights of appeal.

21.6 Post-Discipline Appeal. Employees who disagree with the decision to discipline for a suspension, salary reduction, demotion or termination may appeal that decision to the Authority's Chief Administrative Officer. Any such appeals must be in writing and received by the Chief Administrative Officer no less than ten (10) days following the date on which the employee received the NOTICE OF DISCIPLINARY ACTION BEING IMPOSED. Failure to file such a request within the aforementioned time frame will result in the employee having waived their right to an appeal hearing and appeal of the discipline.

21.7 Post-Discipline Appeal Hearing. The Chief Administrative Officer may conduct the appeal hearing himself or refer it to a third party to conduct the appeal hearing and issue an advisory decision to the Chief Administrative Officer.

- a. Hearing Date. After the selection of a hearing officer, a date shall be selected by the hearing officer for the hearing. The employee shall be notified in writing at least ten (10) working days prior to the hearing of the

scheduled date. The hearing officer shall have sole discretion of hearing date calendaring and/or extensions.

- b. Prehearing Notice of Witnesses and Exhibits. Five (5) working days prior to the hearing, each party shall identify to the opposing party all witnesses and documents which the party disclosing the information intends to use at the hearing. Failure to disclose a witness or document shall require its exclusion from the hearing, unless used for impeachment purposes or submitted with reasonable justification to the hearing officer as determined in their sole discretion.
- c. Closed Hearing. The hearing shall be a closed hearing unless the employee requests in writing five (5) working days prior to the hearing that the hearing be open to the public.
- d. Record of Hearing. The hearing shall be recorded, either electronically or by a court reporter, at the option of the hearing officer and at no expense to the employee.
- e. Employee Appearance. The employee shall appear personally before the hearing officer at the time and place set for the disciplinary appeal hearing. The employee may be represented by any person they may select so long as they are not a witness in the hearing.

21.8 Conduct at the Disciplinary Hearing.

- a. All testimony shall be by oath or affirmation.
- b. The conduct and decorum of the hearing shall be under the control of the hearing officer.
- c. Direct and cross-examination of witnesses shall be permitted.
- d. Hearings need not be conducted according to technical rules relating to evidence and witnesses, but hearings shall be conducted in a manner most conducive to determining the truth.
- e. The Authority shall bear the burden of proof by a preponderance of the evidence that sufficient grounds exist to justify the employee's discipline. The inquiry of the hearing officer shall be whether the greater weight of the evidence supports the Authority's decision to discipline the employee or not.
- f. The hearing officer shall not have the power to alter, amend, change, add to, or subtract from any of the terms of these rules bearing upon the matter.



21.9 Disciplinary Hearing Decision.

- a. Within forty-five (45) days of the conclusion of the hearing, the hearing officer, if they be the Chief Administrative Officer, shall make findings and a final administrative decision with reference to the discipline imposed.
- b. Within forty-five (45) days of the conclusion of the hearing, if the hearing officer is not the Chief Administrative Officer, the hearing officer shall make advisory findings and an administrative decision with reference to the discipline imposed and transmit same to the parties and the Chief Administrative Officer. The Chief Administrative Officer shall then consider same and issue a decision adopting or modifying the decision as deemed appropriate by the Chief Administrative Officer based upon their complete review of the record of the hearing.
- c. A copy of the Chief Administrative Officer's decision may be sent by US mail with proof of service that reflects delivery to the last known address of the employee. It shall be the responsibility of the employee to inform the Authority of their address for such purposes.
- d. The decision of the Chief Administrative Officer is final except for judicial review pursuant to Code of Civil Procedure §1094.5. There is no process for reconsideration.
- e. Pursuant to Code of Civil Procedure section 1094.6, the parties have ninety (90) days from the date of the proof of service of mailing of the written findings and decision to appeal the Authority's decision on the appeal to the Superior Court in and for the County of Monterey.

**Article 22 LAYOFF/REDUCTION IN WORKFORCE**

Layoff/reduction in workforce is defined as involuntary employment separation initiated by the Authority. Under some circumstances, the Authority may need to restructure or reduce its workforce. If it becomes necessary to restructure operations or reduce the number of employees, the Authority will provide at least thirty (30) days advance notice to the ABC and the affected represented employee. Any layoff will be done by classification, by Seniority in that classification and then by previous successor seniority, if necessary. If possible, employees subject to restructure or reductions will be informed of the nature and the foreseeable duration of the restructure or reduction, whether short-term, long-term or permanent.

## **Article 23      ABC PROHIBITED CONDUCT**

- 24.1    The ABC, its officers, agents, representatives and/or members agree that during the term of this MOU they will not cause nor condone any strike, walkout, slowdown, sick-out, or any other concerted job action by withholding or refusing to perform services. A violation of this Article by any Unit member shall constitute a just cause for discipline.
- 24.2    In the event that the ABC, its officers, agents, representatives and/or members cause or condone any employee strike, walkout, slowdown, sick-out, or any other concerted job action by withholding or refusing to perform services, the ABC shall immediately instruct any persons engaging in such conduct that their conduct is a violation of this MOU, and require all such represented persons to immediately cease engaging in the prohibited conduct and return to work.

## **Article 24      NEW CONTRACT DOCUMENTS**

The ABC shall provide this and any new, revised versions of this MOU or amendments thereto, in adequate format for distribution to all bargaining unit employees.

## **Article 25      SAVINGS CLAUSE**



Any provision of this MOU, which conflicts with any State or Federal statute, or Executive Order having the same effect as law, now existing or hereinafter enacted, or declared by a court of competent jurisdiction to be unlawful, unenforceable, or not in accordance with applicable statutes shall not affect the remainder of the MOU which shall remain in full force and effect for the term of the MOU. The parties will meet as soon as practical to negotiate the effects of any invalidated provision.

## **Article 26      JOINT DRAFTING**

In recognition of the fact that the parties had an equal opportunity to negotiate the language of, and draft, this MOU, the parties acknowledge and agree that there is no single drafter of this MOU and, therefore, the general rule that ambiguities are to be construed against the drafter is, and shall be, inapplicable. If any language in this MOU is found or claimed to be ambiguous, each party shall have the same opportunity to present evidence as to the actual intent of the parties with respect to any such ambiguous language without any inference or presumption being drawn against any party hereto.

## **Article 27      MODIFICATION**

This MOU may only be modified or amended by written agreement between the parties which must then be ratified by the ABC and formally approved by resolution of the Board of the Authority.

<p>On Behalf of the Salinas Valley Solid Waste Authority:</p> <p>By: _____ R. Patrick Mathews, General Manager/CAO</p> <p>Date: _____</p> <p>By: _____ Cesar Zuniga, Assistant General Manager</p> <p>Date: _____</p>	<p>On Behalf of the Administrative, Finance and Resource Recovery Unit:</p> <p>By:  _____ Janna Faulk, ABC Representative</p> <p>Date: <u>8/11/22</u></p> <p>By:  <u>8/11/22</u> _____ Rosalinda Ramirez, ABC Representative</p> <p>Date: <u>8/11/22</u></p>
---	--

Approved as to form:

\_\_\_\_\_  
Shannon Chaffin  
Assistant Authority General Counsel

SALINAS VALLEY SOLID WASTE AUTHORITY  
SALARY SCHEDULE  
ADMINISTRATIVE/FINANCE/RESOURCE RECOVERY BENEFITS COMMITTEE (ABC)  
EFFECTIVE: July 11, 2022

Attachment 1

POSITION		STEP 1	STEP 2 2.5%	STEP 3 2.5%	STEP 4 2.5%	STEP 5 2.5%	STEP 6 2.5%	STEP 7 2.5%	STEP 8 2.5%	STEP 9 2.5%	STEP 10 2.5%	STEP 11 2.5%
Human Resources Supervisor	Hourly	44.028	45.128	46.257	47.413	48.598	49.813	51.059	52.335	53.643	54.985	56.359
	Bi-Weekly	3,522.21	3,610.27	3,700.53	3,793.04	3,887.87	3,985.06	4,084.69	4,186.81	4,291.48	4,398.76	4,508.73
	Monthly	7,631.47	7,822.25	8,017.81	8,218.25	8,423.71	8,634.30	8,850.16	9,071.41	9,298.20	9,530.65	9,768.92
	Annual	91,577.58	93,867.02	96,213.70	98,619.04	101,084.52	103,611.63	106,201.92	108,856.97	111,578.39	114,367.85	117,227.05
Business Services Supervisor	Hourly	44.028	45.128	46.257	47.413	48.598	49.813	51.059	52.335	53.643	54.985	56.359
	Bi-Weekly	3,522.21	3,610.27	3,700.53	3,793.04	3,887.87	3,985.06	4,084.69	4,186.81	4,291.48	4,398.76	4,508.73
	Monthly	7,631.47	7,822.25	8,017.81	8,218.25	8,423.71	8,634.30	8,850.16	9,071.41	9,298.20	9,530.65	9,768.92
	Annual	91,577.58	93,867.02	96,213.70	98,619.04	101,084.52	103,611.63	106,201.92	108,856.97	111,578.39	114,367.85	117,227.05
Contracts & Grants Analyst	Hourly	40.956	41.980	43.029	44.105	45.208	46.338	47.496	48.684	49.901	51.148	52.427
	Bi-Weekly	3,276.48	3,358.39	3,442.35	3,528.41	3,616.62	3,707.04	3,799.71	3,894.70	3,992.07	4,091.87	4,194.17
	Monthly	7,099.04	7,276.51	7,458.43	7,644.89	7,836.01	8,031.91	8,232.71	8,438.52	8,649.49	8,865.72	9,087.37
	Annual	85,188.45	87,318.16	89,501.11	91,738.64	94,032.11	96,382.91	98,792.48	101,262.30	103,793.85	106,388.70	109,048.42
Recycling Coordinator	Hourly	40.956	41.980	43.029	44.105	45.208	46.338	47.496	48.684	49.901	51.148	52.427
	Bi-Weekly	3,276.48	3,358.39	3,442.35	3,528.41	3,616.62	3,707.04	3,799.71	3,894.70	3,992.07	4,091.87	4,194.17
	Monthly	7,099.04	7,276.51	7,458.43	7,644.89	7,836.01	8,031.91	8,232.71	8,438.52	8,649.49	8,865.72	9,087.37
	Annual	85,188.45	87,318.16	89,501.11	91,738.64	94,032.11	96,382.91	98,792.48	101,262.30	103,793.85	106,388.70	109,048.42
Clerk of the Board	Hourly	33.615	34.455	35.316	36.199	37.104	38.032	38.983	39.957	40.956	41.980	43.030
	Bi-Weekly	2,689.18	2,756.41	2,825.32	2,895.95	2,968.35	3,042.56	3,118.62	3,196.59	3,276.50	3,358.42	3,442.38
	Monthly	5,826.55	5,972.22	6,121.52	6,274.56	6,431.42	6,592.21	6,757.02	6,925.94	7,099.09	7,276.57	7,458.48
	Annual	69,918.64	71,666.60	73,458.27	75,294.73	77,177.09	79,106.52	81,084.18	83,111.29	85,189.07	87,318.80	89,501.77
Accounting Technician II	Hourly	32.795	33.615	34.455	35.317	36.200	37.105	38.032	38.983	39.958	40.956	41.980
	Bi-Weekly	2,623.60	2,689.19	2,756.42	2,825.33	2,895.96	2,968.36	3,042.57	3,118.64	3,196.60	3,276.52	3,358.43
	Monthly	5,684.47	5,826.58	5,972.24	6,121.55	6,274.59	6,431.45	6,592.24	6,757.05	6,925.97	7,099.12	7,276.60
	Annual	68,213.62	69,918.96	71,666.94	73,458.61	75,295.07	77,177.45	79,106.89	81,084.56	83,111.67	85,189.47	87,319.20
Resource Recovery Tech II	Hourly	32.795	33.615	34.455	35.317	36.200	37.105	38.032	38.983	39.958	40.956	41.980
	Bi-Weekly	2,623.60	2,689.19	2,756.42	2,825.33	2,895.96	2,968.36	3,042.57	3,118.64	3,196.60	3,276.52	3,358.43
	Monthly	5,684.47	5,826.58	5,972.24	6,121.55	6,274.59	6,431.45	6,592.24	6,757.05	6,925.97	7,099.12	7,276.60
	Annual	68,213.62	69,918.96	71,666.94	73,458.61	75,295.07	77,177.45	79,106.89	81,084.56	83,111.67	85,189.47	87,319.20
Accounting Technician I	Hourly	29.710	30.452	31.214	31.994	32.794	33.614	34.454	35.315	36.198	37.103	38.031
	Bi-Weekly	2,376.77	2,436.19	2,497.10	2,559.53	2,623.51	2,689.10	2,756.33	2,825.24	2,895.87	2,968.27	3,042.47
	Monthly	5,149.68	5,278.42	5,410.38	5,545.64	5,684.28	5,826.39	5,972.05	6,121.35	6,274.38	6,431.24	6,592.02
	Annual	61,796.12	63,341.03	64,924.55	66,547.67	68,211.36	69,916.64	71,664.56	73,456.17	75,292.58	77,174.89	79,104.26
Resource Recovery Tech I	Hourly	29.710	30.452	31.214	31.994	32.794	33.614	34.454	35.315	36.198	37.103	38.031
	Bi-Weekly	2,376.77	2,436.19	2,497.10	2,559.53	2,623.51	2,689.10	2,756.33	2,825.24	2,895.87	2,968.27	3,042.47
	Monthly	5,149.68	5,278.42	5,410.38	5,545.64	5,684.28	5,826.39	5,972.05	6,121.35	6,274.38	6,431.24	6,592.02
	Annual	61,796.12	63,341.03	64,924.55	66,547.67	68,211.36	69,916.64	71,664.56	73,456.17	75,292.58	77,174.89	79,104.26
Administrative Assistant II	Hourly	28.278	28.985	29.710	30.453	31.214	31.994	32.794	33.614	34.454	35.316	36.199
	Bi-Weekly	2,262.26	2,318.82	2,376.79	2,436.21	2,497.11	2,559.54	2,623.53	2,689.12	2,756.35	2,825.25	2,895.89
	Monthly	4,901.57	5,024.11	5,149.71	5,278.45	5,410.41	5,545.67	5,684.31	5,826.42	5,972.08	6,121.39	6,274.42
	Annual	58,818.80	60,289.27	61,796.50	63,341.42	64,924.95	66,548.08	68,211.78	69,917.07	71,665.00	73,456.62	75,293.04
Administrative Assistant I	Hourly	25.619	26.260	26.916	27.589	28.279	28.986	29.711	30.453	31.215	31.995	32.795
	Bi-Weekly	2,049.55	2,100.79	2,153.31	2,207.14	2,262.32	2,318.88	2,376.85	2,436.27	2,497.18	2,559.61	2,623.60
	Monthly	4,440.69	4,551.71	4,665.50	4,782.14	4,901.69	5,024.23	5,149.84	5,278.58	5,410.55	5,545.81	5,684.46
	Annual	53,288.26	54,620.46	55,985.98	57,385.63	58,820.27	60,290.77	61,798.04	63,342.99	64,926.57	66,549.73	68,213.48
Student Intern	Hourly	15.000	15.375	15.759	16.153	16.557	16.971	17.395	17.830	18.276	18.733	19.201



## Report to the Board of Directors

### ITEM NO. 10B

Finance Manager/Controller-Treasurer

General Manager/CAO

*Shannon Chaffin by et*

Authority General Counsel

**Date:** August 18, 2022

**From:** Patrick Mathews, CAO/General Manager

**Title:** A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY APPROVING THE MEMORANDUM OF UNDERSTANDING WITH THE AT-WILL MANAGEMENT EMPLOYEES FOR FISCAL YEARS 2022-2023 THROUGH 2024-2025

### RECOMMENDATION

The General Manager/CAO, in consultation with the Executive Committee and Board of Directors, recommends that the Board adopt the resolution approving the successor Memorandum of Understanding between the Salinas Valley Solid Waste Authority ("Authority") and the informally recognized At-Will Management Employees ("AWMEs").

### STRATEGIC PLAN RELATIONSHIP

This action has no direct impact on our Strategic Plan goals or objectives, but does represent one of our key Authority values, fiscal prudence. The AWMEMOU was accomplished through consultation with management staff to continue to provide fair compensation, maintain a productive and market competitive workforce, while controlling net payroll costs and Authority funded pension and medical insurance contributions.

### FISCAL IMPACT

The impact of the proposed successor AWME MOU is a net 3.69% increase in management staff costs for FY 2022-23, at an estimated cost of \$33,517 for all AWMEs. 2.71% of this increase is associated with AWME adjustments to salaries and benefits and 0.98% for added equity adjustments for the Assistant General Manager assignment and the Engineering and Environmental Compliance Manager positions to bring them into market and alignment with other AWME positions. Sufficient funds are available in the adopted budget for FY 2022-23 to fund the costs associated with the AWME MOU and future budgets will be adjusted accordingly for years 2 and 3 costs associated with this AWME MOU.

### DISCUSSION & ANALYSIS

The General Manager/CAO, in his role as the Personnel Officer for the Authority, entered into consultation with the AWMEs in April 2022 and concluded those discussions in June 2022 resulting in a final list of updated salaries and benefits to be proposed to the Board for approval in this successor AWME MOU.

The major provisions of the proposed successor MOU are as follows:

- 1) Sets AWME salaries and benefits for the next three years period commencing on the first full pay period after July 1, 2022.
- 2) Effective the first full pay period after July, 2022, a Cost of Living Adjustment (COLA) for all AWMEs of a 3.5% base salary increase and pay range adjustment; and effective July 1, 2023 and July 1, 2024, COLA adjustments will be based on the Consumer Price Index (CPI) for SF/Oakland/San Jose, Urban Wage Earners and Clerical Workers, using the twelve-month percentage increase from December to December of the prior year with a 1.5% minimum to 3.5% maximum base salary and pay range adjustment.
- 3) Equity adjustments to base pay and salary range will be provided for the Assistant General Manager assignment (made by the GM/CAO) (2.5% in FY 22/23) and Engineering and Environmental Compliance Manager (2.5% in FY 22-23) to bring them in alignment with market and AWME compensation.
- 4) The 11<sup>th</sup> salary schedule step for all AWMEs will be equalized from 2.0% to 2.5%, consistent with existing steps 1-10.
- 5) Effective January 1, 2023, the Authority shall contribute 85% of AWME's premium for their selected health care package (Medical, Dental and Vision) and employee shall contribute 15% of the premium.
- 6) All CalPERS "Classic" AWMEs will continue to contribute the maximum 7% employee contribution plus 1% of the employer contribution (attributable to the employee's account) for a total employee contribution of 8% towards their CalPERS retirement plan.
- 7) The annual Physical Fitness/Wellness Program Benefit of \$500 is eliminated for AWMEs and instead they will receive a one-time adjustment to their base pay and salary range of 0.3%
- 8) Protective Footwear Voucher/Reimbursement will be increased to \$240/year and will thereafter increase by \$10 per year for FY 23/24 and FY 24/25 for employees with duties requiring protective footwear.
- 9) The Paid Time-Off (PTO) accrual formula has been modified to even out distribution across years of employment with a cap of 33 days per year for employees in their 18<sup>th</sup> year of employment.
- 10) Effective January 1, 2023, AWME Management Leave accrual will be reduced from 120 hours per year to 60 hours per year and they will receive instead a one-time adjustment to their base pay and salary range of 2.6%.
- 11) Cesar Chavez Day and Juneteenth Day will be added to the holiday schedule for AWMEs and Lincoln's Birthday will be eliminated.

## **BACKGROUND**

The Authority had a previous Memorandum of Understanding with management employees derived through meet and consult efforts that expired on June 30, 2022. Since the AWMEs are an informally recognized employee group, the General Manager/CAO, with assistance from the General Counsel's office, consulted on this successor AWME MOU and came to understanding on the 3-year successor AWME MOU salary and benefit package attached hereto as Exhibit A for the Board's consideration.

## **ATTACHMENT**

1. A Resolution Of The Salinas Valley Solid Waste Authority Approving The Memorandum Of Understanding With The At-Will Management Employees For Fiscal Years 2022-2023 Through 2024-2025

## RESOLUTION 2022-

### A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY APPROVING THE MEMORANDUM OF UNDERSTANDING WITH THE AT-WILL MANAGEMENT EMPLOYEES FOR FISCAL YEARS 2022-2023 THROUGH 2024-2025

**WHEREAS**, the most recent Memorandum of Understanding between the Salinas Valley Solid Waste Authority ("Authority") and the At-Will Management Employees ("AWMEs") expired on June 30, 2022; and,

**WHEREAS**, the General Manager in his designated capacity as the Personnel Officer and in consultation with the Board and Executive Committee, has negotiated in good faith with the AWMEs to develop the attached successor AWME MOU 2022-25 presented herein for Board consideration.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors does hereby find, determine and resolve as follows:

**Section 1:** The General Manager/CAO is authorized to execute the Memorandum of Understanding between the Authority and the AWMEs as attached hereto and marked "Exhibit A."

**Section 2:** The Memorandum of Understanding between the Authority and the AWMEs as attached hereto and marked "Exhibit A" is approved, adopted and implemented as of August 18, 2022 and pursuant to the provisions contained therein.

**Section 3:** The Clerk of the Board shall certify to the adoption of this Resolution and deem it effective as of August 18, 2022, but with some provisions therein being expressly retroactive to July 1, 2022.

**PASSED AND ADOPTED** by the Board of Directors of the Salinas Valley Solid Waste Authority this 18th day of August 2022 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

ATTEST:

---

Christopher M. Lopez, President

APPROVED AS TO FORM:

---

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

---

Roy C. Santos, Authority General Counsel

**Exhibit A:** AWME MOU 2022-25

**EXHIBIT A**

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**THE SALINAS VALLEY SOLID WASTE AUTHORITY**  
**AND**  
**AT-WILL MANAGEMENT EMPLOYEES (AWME)**  
**JULY 1, 2022 THROUGH JUNE 30, 2025**

**Article 1      PARTIES, TERM AND ADOPTION OF SUCCESSOR MOU**

- 1.1 Parties. This successor Memorandum of Understanding (“MOU”) is between the Salinas Valley Solid Waste Authority, a joint powers authority and a governmental entity separate from its member agencies and organized under the laws of the State of California pursuant to a Joint Powers Agreement (hereinafter referred to as the "Authority"), and the informally recognized At-Will Management Employees (hereinafter referred to as the "AWME”).
- 1.2 Term. This successor MOU commences July 1, 2022 through and including June 30, 2025.
- 1.3 Adoption. This successor MOU shall be presented to the Board of Directors of the Authority as the CAO’s and AWME’s joint recommendation for the salary and benefits for the AWMEs for the period commencing July 1, 2022 and ending June 30, 2025. Upon approval of this MOU by resolution by the Board of Directors of the Authority all provisions shall be retroactive to July 1, 2022, except as otherwise expressly stated herein.

**Article 2      EMPLOYMENT DESCRIPTION**

- 2.1 Authority Representative. The Authority’s Chief Administrative Officer (“CAO”), or any person or organization duly authorized by the CAO, shall be the representative of the Authority in all employer-AWME relations.
- 2.2 AWME Status. AWMEs are each independent, at-will employees of the Authority who have been informally recognized and have chosen to consult collectively with the Authority for salaries and benefits for the classifications listed in Section 2.3 below for a successor MOU, with the prior AWME MOU expiring June 30, 2022. As such, all current AWMEs shall execute this MOU to evidence their agreement hereto.



- 2.3 AWME Composition. The AWME is comprised of all employees employed by the Authority in the following classifications:

2.3.1 Operations Manager

2.3.2 Finance and Administration Manager

2.3.3 Resource Recovery Manager

2.3.4 Engineering and Environmental Compliance Manager

2.3.5 *Assistant General Manager Assignment:* Additional position responsibilities assigned to one of the above management positions at the CAO's discretion with an added pay differential of 12.5% above the base pay for the assigned management position.

### **Article 3      AUTHORITY RIGHTS**

The rights of the Authority include, but are not limited to, the exclusive right to determine the nature and extent of services to be performed by AWMEs, as well as the right to determine and implement its public function and responsibility; determine the mission of its constituent departments; manage and control all property, facilities and operations, including the methods, means and personnel by which the Authority's operations, including the methods, means and personnel by which the Authority's operations are to be conducted; set standards of service; determine the size and composition of the working force; determine the procedures and standards of selection for employment and promotion; direct its AWMEs; take disciplinary action; relieve its AWMEs from duty for lack of work, funds or for other reasons; maintain the efficiency of governmental operations; determine the content of job descriptions and classifications; take all necessary actions to carry out its mission in emergencies; exercise complete control and discretion over its organization and technology of performing work; and take such other and further action as may be necessary to organize and operate the Authority in the most efficient and economical manner and in the best interest of the public it serves.

### **Article 4.      RESIGNATION**

- 4.1 Resignation is defined as employment separation initiated by an AWME who chooses to leave the Authority voluntarily. Resigning AWMEs must submit a written Notice of Resignation (available from Human Resources) and are asked to give no less than two (2) months' notice. This advance notice does not include any leave time or any other compensated or non-compensated working time.
- 4.2 Circumstances may exist where the Authority, in its sole and absolute discretion, may exercise its right to accept a resignation immediately or to accelerate the final date of an AWME's employment. Whether the date designated by the AWME or a date selected by the Authority becomes the AWME's last day of work, the AWME's personnel records will normally indicate voluntary resignation. If the Authority chooses to accelerate the AWME's resignation, the employee shall be paid through the date of the employee's original resignation notice not to exceed six (6) months.

## Article 5. SALARIES

- 5.1 Cost of Living Adjustment 2022/23. Effective the first full pay period in July 2022, all AWMEs will receive a cost of living adjustment of 3.5% above FY 2021/22 base pay and salary range as reflected in the attached Salary Schedule, Attachment 1.
- 5.2 Cost of Living Adjustment 2023/24. Effective the first full pay period in July 2023, all AWMEs will receive a cost-of-living-adjustment (“COLA”) to base pay and salary range of a minimum of 1.5% and maximum of 3.5% increase as determined by the Consumer Price Index for San Francisco/Oakland/San Jose Urban Wage Earner and Clerical Worker (CPI-W) percentage increase from December 2021 to December 2022.
- 5.3 Cost of Living Adjustment 2024/25. Effective the first full pay period in July 2024, all AWMEs will receive a COLA to base pay of a minimum of 1.5% and maximum of 3.5% increase to base pay and salary range as determined by the Consumer Price Index for San Francisco/Oakland/San Jose Urban Wage Earner and Clerical Worker (CPI-W) percentage increase from December 2022 to December 2023.
- 5.4 Bilingual Pay. The Authority shall designate which AWME job classifications require the ability to speak Spanish and English. AWMEs assigned to one of these classifications who successfully demonstrate the ability to fluently speak, read and write both Spanish and English shall be eligible for bilingual pay equal to 5% of the employee’s base pay. If the Authority determines that other languages are needed, the same concept shall apply for bilingual pay for those additional languages as long as English is one of the languages.
- 5.5 Longevity Pay. AWMEs shall be eligible for longevity pay on their 10th, 15th and 20th year anniversary of hire as follows: 2.5% increase in Base Pay on their 10<sup>th</sup> year anniversary, 5% increase in base pay on their 15<sup>th</sup> year anniversary, and 7.5% increase in base pay on their 20<sup>th</sup> year anniversary; these pays shall not be cumulative.
- 5.6 Severance Package. As “at-will” employees, AWMEs will be entitled to a severance package that provides one month’s base salary per year of service up to a maximum severance pay of six (6) months. The severance pay will apply only in the case of involuntary termination of employment without cause and is contingent upon the employee’s execution of a waiver and release of all claims in a form agreement approved by the Authority’s general counsel.
- 5.7 Salary Equity Adjustments. The Authority shall provide a base pay and salary range equity adjustment of a 2.5% increase for the Engineering and Environmental Compliance Manager, and increase the pay rate differential from 10% to 12.5% for the CAO’s discretionary assignment of *Assistant General Manager* responsibilities to one of the AWMEs. The equity adjustments are included in the attached Salary Schedule, Attachment 1.

- 5.8 Compensation and Benefits Study 2024/25. In 2024/25, the Authority will commission a Total Compensation and Benefits Study for all AWME classifications to determine how competitive the Authority is within its labor market by collecting and analyzing total compensation inclusive of monthly base salary and benefits data. Each AWME shall have the opportunity to review their respective job description to ensure accuracy of duties and responsibilities, as well as have input on the comparator agencies and positions. The Board of Directors and the CAO may consider the results of this study in determining COLA and equity adjustments to future compensation of AWMEs, after expiration of this MOU term (Article 1.2).

## **Article 6. COMPENSATION STRUCTURE, SALARY RANGES AND STEPS**

- 6.1 Compensation Structure. The Authority strives to establish equitable wage rates and benefits so that every employee is paid according to the working conditions, responsibilities, and requirements of the job. The Authority endeavors to keep wages and benefits equal to or better than that of employees performing similar services in comparable public agencies in our industry. Attachment 1, Salary Schedule, shall be effective the first full pay period in July, 2022. Each salary range consists of 11 Steps and each Step within the salary range shall be 2.5% apart. Initial probationary increases awarded at the end of a probationary period will not exceed one step (2.5%) and shall never exceed Step 11, which is the highest allowed Step.
- 6.2 Merit/Evaluation Increases. The Authority believes in rewarding employees based on their individual performance through annual Merit/Evaluation increases based on a number of factors, including job performance. Employee performance is measured against standards of performance for their particular job, as well as their department's performance standards and organizational goals and objectives in general. Subsequent Merit/Evaluation increases shall take place on the employee's annual evaluation date and must be approved by the CAO. Regular employees are eligible for, but not guaranteed, a Merit/Evaluation increase. Changes to an employee pay range or step shall be effective with the pay period inclusive of the effective date of the change. Annual Merit/Evaluation salary range step increases are based on a numerical scale to correspond with level of performance: Meets standards = 2.5%, Exceeds = 5%, and Outstanding = 7.5%. Employees who have reached Step 11 will not be eligible for a Merit/Evaluation increase. An employee receiving a less than satisfactory evaluation may not receive a Merit/Evaluation increase.

## **Article 7. BENEFITS**

### **7.1 Health Insurance**

The Authority will continue to offer CalPERS provided medical insurance, as well as Dental and Vision Services coverage and shall contribute ninety percent (90%) of the total 2022 premium amount. Employees electing medical, dental and/or vision coverage shall pay ten percent (10%) of the total 2022 premium amount. Authority and AWMEs acknowledge that the premium amounts are established by the respective insurance providers and are subject to change.

Effective January 1, 2023 through the term of this MOU, the Authority shall pay eighty-five percent (85%) of all Employee selected health care premiums and the AWMEs shall pay fifteen (15%) of all their selected health care premiums. Payroll deductions for the January 1, 2023, medical insurance premiums (and all future monthly medical insurance premiums) occur in the month prior to premium due date.

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

#### 7.2 Section 125 Flexible Benefits Plan

AWMEs may elect to use pre-tax earnings for supplemental benefits for cancer insurance, intensive care insurance, accident insurance, hospital indemnity insurance, special health events, medical expenses reimbursement, or dependent care reimbursements. The Authority shall continue to pay the Administrative Fee associated with this benefit.

#### 7.3. Employee Assistance Program

AWMEs, their dependents, spouse or domestic partner may seek family counseling and professional services referrals through Concern Employee Assistance Program for areas such as stress, finances, family legal, alcohol, drugs and health. The current plan provides for up to five (5) visits per issue per twelve (12) month period.

#### 7.4. Short and Long-Term Disability Insurance

AWMEs participate in the worker-funded State of California State Disability Insurance program at the cost established by the Employment Development Department. Long-term disability insurance is offered at no cost to AWMEs. The Authority covers 100% of the premium for the employee. The benefit will provide up to 60% of compensation and a maximum of \$7,500 per month up to age 65 with a 90-day waiting period due to a non-work-related disability. AWMEs also participate in the State funded short-term disability program.

#### 7.5. Life Insurance

The Authority provides AWMEs a life and AD&D insurance policy at one-time their annual salary, with a minimum coverage of \$50,000 and a maximum coverage of \$200,000. AWMEs are eligible for this benefit on the first of the month following date of hire.

#### 7.6. California Public Employee Retirement System ("CalPERS")

AWMEs defined by CalPERS as "Classic Members" shall pay the AWME's contribution to CalPERS as determined by CalPERS, currently 7% of earnable compensation. The Authority's CalPERS contract provides that represented Classic Members shall also make an additional 1% cost sharing contribution to the

employer's contribution to CalPERS with the additional 1% credited to the employee's account.

AWMEs defined by CalPERS as "PEPRA" members are subject to the Public Employees' Pension Reform Act of 2013, according to which they are required to contribute 50% of normal costs as required by CalPERS.

7.7. Deferred Compensation

The Authority shall offer an opportunity for AWMEs to voluntarily contribute to an IRS 457 Deferred Compensation Plan through pre-tax payroll deductions.

7.8. Education Assistance

The Authority will reimburse AWMEs for books and tuition for a job-related course of study up to \$2,000/year maximum. Reimbursement shall be for trade school and/or accredited 2 or 4-year college course work. The employee will receive reimbursement upon successful completion of the course with a "pass" or grade of "C" or better and submittal of a written request for reimbursement documenting the costs incurred and the passing score or grade earned.

7.9. Physical Fitness/Wellness Program

The Authority and AWME's agree to eliminate the \$500 annual contribution toward the cost of AWME's health or fitness club membership and instead AWMEs shall receive a one-time adjustment of 0.3% per year above FY 2021/22 base pay, effective the first full pay period in July, 2022 as reflected in the attached Salary Schedule, Attachment 1.

7.10 Vehicle Allowance

AWMEs may elect to receive either a \$500 per month Vehicle Allowance or the use of an Authority-owned vehicle. Employees may indicate their selection on the Authority's Auto Allowance Selection Form. Both benefits qualify as taxable income. Neither the Vehicle Allowance nor the Use of an Authority Vehicle is CalPERS reportable compensation. By selecting the Vehicle Allowance, employees acknowledge that they will use their vehicle for Authority business and will not submit mileage reimbursement for any official travel within 150 miles radius from the Salinas office unless their cumulative mileage costs in any month as measured by the then current IRS rates exceeds the Vehicle Allowance.

7.11 Protective Footwear Voucher/Reimbursement

AWMEs whose work requires Protective Footwear will receive a purchase voucher from their CAO annually for up to \$240.00 for safety boots that meet the approved Protective Footwear specifications. This voucher shall increase annually by \$10 per

year on July 1st of each subsequent year of this MOU. The CAO will check and verify employee's last purchase date and ensure that employee did not purchase safety boots less than twelve (12) months prior when requesting new safety boots. Approved Protective Footwear Specifications:

- ° Steel Toe/Plate
- ° Puncture Resistant
- ° Laced up with ankle support
- ° Oil Resistant

If the AWME chooses to purchase the safety footwear with the approved specs from a non-vendor, the Authority will reimburse up to \$240.00 per employee, per twelve (12) month period for the acquisition, replacement and or/repair of safety boots purchase. No more than one (1) pair of safety boots will be reimbursed in a twelve (12) month period. Each employee shall provide original proof of purchase and/or repair for approval by the CAO, prior to receiving reimbursement. Costs in excess of \$240.00 is the responsibility of the employee.

## **Article 8. LEAVES**

- 8.1 Paid Time Off. AWME are provided with Paid Time Off (PTO) which can be used for such things as vacation, sick leave, family leave, etc. PTO accrual rates are based upon length of service as defined in the table below. New AWMEs earn 22 days per year which then increases one day per year for the first 6 years of service and then 0.5 (one half) day per year of service up to a maximum of 33 days per year. AWMEs may request PTO cash-out provided an employee has taken at least 10 days of leave during the preceding year and that an irrevocable request is made in one fiscal year and paid out in a subsequent fiscal year. The maximum accrual for PTO shall be 400 hours. New accrual rates will begin on July 1, 2022 based on the employee's current number of service years and will not be applied retroactively.

An AWME who exceeds the maximum accrued hours will receive a payment equal to forty (40) hours of the employee's current base hourly pay rate in the regular pay check following the date when the maximum was exceeded, regardless of the PTO leave taken in the preceding calendar year. In lieu of payment, an employee may submit a leave request for forty (40) hours of PTO or may elect to donate the hours to the Paid Time Off Donation Program.

<i><b>Employment Year</b></i>	<i><b>Days accrued per year</b></i>	<i><b>Hours accrued per biweekly pay period</b></i>
1st year	22	6.77 hours/pay period
2nd year	23	7.08 hours/pay period
3rd year	24	7.38 hours/pay period
4th year	25	7.69 hours/pay period
5th year	26	8.00 hours/pay period
6th year	27	8.31 hours/pay period
7th year	27.5	8.46 hours/pay period
8th year	28	8.62 hours/pay period
9th year	28.5	8.77 hours/pay period
10th year	29	8.92 hours/pay period
11th year	29.5	9.08 hours/pay period
12th year	30	9.23 hours/pay period
13th year	30.5	9.38 hours/pay period
14th year	31	9.54 hours/pay period
15th year	31.5	9.69 hours/pay period
16th year	32	9.85 hours/pay period
17th year	32.5	10.00 hours/pay period
18th year to separation or retirement	33	10.15 hours/pay period

- 8.2 **PTO Cash Out.** The above PTO accrual chart reflects an employee who regularly works 40 hours per week.

The length of eligible service is calculated on the basis of an anniversary year, which is the 12-month period that begins on the employee's date of hire.

To use PTO, AWMEs must make a request to and receive approval from the CAO. Requests will be reviewed and considered based on a number of factors, including Seniority, business needs and staffing requirements. PTO is paid at the employee's base hourly pay rate at the time it is used and does not include overtime or any special forms of compensation such as incentives or bonuses.

AWMEs may request cash-out of accrued PTO hours. The maximum combined annual PTO cash-out payments in a calendar year is eighty (80) hours. Further, the AWME must irrevocably designate the amount of PTO to be cashed-out on or before December 1 of each year on a form to be provided by the Authority, which will be paid from accrued leave in the following calendar year and no later than the final pay day of that calendar year.

8.3 Catastrophic Leave Donation Program. In the unfortunate event that an AWME is required to take an extended period of time off for either their own serious illness or an immediate family emergency, other employees may opt to donate or transfer accrued PTO that they have in excess of forty (40) hours. Donations can be made by filling out a PTO Request Form and forwarding it to the Human Resources Supervisor. Payroll will confirm the donated hours and make the transfer to the Sick Leave Bank. To qualify for donated PTO the employee must have a need in excess of their current combined PTO and Flexible or Management Leave balances.

8.4 Management Leave. Management Leave is currently one hundred twenty (120) hours per year accrued January 1<sup>st</sup> of each year. Effective January 1, 2023, Management leave will be reduced from 120 to 60 hours in exchange for a one-time increase in base pay of 2.6%. Salary Schedule, Attachment 2 is effective January 1, 2023, and reflects this base pay adjustment.

The Management Leave benefit allows an AWME to take time off with approval of the CAO, or to cash-out all or part of the Management Leave balance. Management Leave cannot be carried over beyond the calendar year received and any AWME who has an accumulated balance as of the final pay date of any calendar year will receive payment of the accrued hours at their then current base hourly rate of pay. AWMEs not employed as of January 1 of any calendar year shall receive a pro-rated leave amount based on the number of pay periods remaining in the calendar year. Should an employee separate employment, any accrued Management Leave shall be paid out with the employee’s final paycheck.

8.5 Holiday Leave. AWMEs are governed by the Holiday provisions set forth in the Authority’s Employee Handbook. However, Cesar Chavez Day (March 31) and Juneteenth (June 19) will be added to the list of approved holidays, and Lincoln’s Birthday (February 12) will be eliminated.

The Authority recognizes the following holidays for AWME represented employees:

- New Year's Day ..... January 1st
- Martin Luther King Jr. Day..... Third Monday in January
- Presidents’ Day..... Third Monday in February



Cesar Chavez Day.....	March 31st
Memorial Day.....	Last Monday in May
Juneteenth Day.....	June 19th
Independence Day .....	July 4th
Labor Day.....	First Monday in September
Veteran's Day.....	November 11th
Thanksgiving Day .....	Fourth Thursday in November
Day after Thanksgiving.....	Fourth Friday in November
Christmas Eve Day.....	December 24th
Christmas Day .....	December 25 <sup>th</sup>

AWMEs receive eight (8) hours of holiday pay at their regular rate of pay. AWME employees are granted one Floating Holiday to be used at the AWME's discretion subject to approval of the CAO. Requests for the use of a floating holiday shall follow the same rules as PTO requests.

#### **Article 9 SAVINGS CLAUSE**

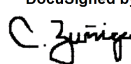
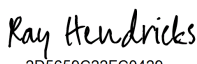
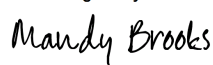
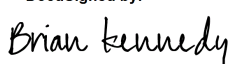
Any provision of this MOU, which conflicts with any State or Federal statute, or Executive Order having the same effect as law, now existing or hereinafter enacted, or declared by a court of competent jurisdiction to be unlawful, unenforceable, or not in accordance with applicable statutes shall not affect the remainder of the MOU which shall remain in full force and effect for the term of the MOU. The parties will meet as soon as practical to negotiate the effects of any invalidated provision.

#### **Article 10 JOINT DRAFTING**

In recognition of the fact that the parties had an equal opportunity to negotiate the language of, and draft, this MOU, the parties acknowledge and agree that there is no single drafter of this MOU and, therefore, the general rule that ambiguities are to be construed against the drafter is, and shall be, inapplicable. If any language in this MOU is found or claimed to be ambiguous, each party shall have the same opportunity to present evidence as to the actual intent of the parties with respect to any such ambiguous language without any inference or presumption being drawn against any party hereto.

#### **Article 11 MODIFICATION**

This MOU may only be modified or amended by a written instrument that is ratified by the AWME and approved by the Board of Directors of the Authority.

<p>On Behalf of the Salinas Valley Solid Waste Authority:</p> <p>By: _____ R. Patrick Mathews, General Manager/CAO</p> <p>Date: _____</p>	<p>On Behalf of the At-Will Management Employees:</p> <p>DocuSigned by:    By: _____  706CA2090B60430...  Cesar Zuniga, Operations Manager</p> <p>8/15/2022  Date: _____</p> <p>DocuSigned by:    By: _____  2D5659C22FC0429...  Ray Hendricks, Finance &amp; Administration Manager</p> <p>8/15/2022  Date: _____</p> <p>DocuSigned by:    By: _____  856EF86C73884D7...  Mandy Brooks, Resource Recovery Manager</p> <p>8/15/2022  Date: _____</p> <p>DocuSigned by:    By: _____  EA26513236F041A...  Brian Kennedy, Engineering and Environmental Compliance Manager</p> <p>8/15/2022  Date: _____</p>
--	---

## Attachments:

1. Salary Schedule effective first full pay period of July 2022
2. Salary Schedule effective January 1, 2023

[illegible]

POSITION		STEP 1	STEP 2 2.5%	STEP 3 2.5%	STEP 4 2.5%	STEP 5 2.5%	STEP 6 2.5%	STEP 7 2.5%	STEP 8 2.5%	STEP 9 2.5%	STEP 10 2.5%	STEP 11 2.5%
Assistant General Manager	Hourly	62.210	63.765	65.359	66.993	68.668	70.385	72.144	73.948	75.797	77.692	79.634
	Bi-Weekly	4,976.79	5,101.21	5,228.74	5,359.46	5,493.44	5,630.78	5,771.55	5,915.84	6,063.73	6,215.33	6,370.71
	Monthly	10,783.04	11,052.62	11,328.93	11,612.15	11,902.46	12,200.02	12,505.02	12,817.65	13,138.09	13,466.54	13,803.20
	Annual	129,396.48	132,631.39	135,947.17	139,345.85	142,829.50	146,400.24	150,060.24	153,811.75	157,657.04	161,598.47	165,638.43
Engineering and Environmental Compliance Manager	Hourly	56.680	58.097	59.550	61.038	62.564	64.128	65.732	67.375	69.059	70.786	72.555
	Bi-Weekly	4,534.41	4,647.77	4,763.96	4,883.06	5,005.14	5,130.26	5,258.52	5,389.98	5,524.73	5,662.85	5,804.42
	Monthly	9,824.55	10,070.16	10,321.92	10,579.96	10,844.46	11,115.57	11,393.46	11,678.30	11,970.26	12,269.51	12,576.25
	Annual	117,894.57	120,841.93	123,862.98	126,959.56	130,133.54	133,386.88	136,721.56	140,139.59	143,643.08	147,234.16	150,915.02
Finance and Administration Manager	Hourly	55.298	56.680	58.097	59.550	61.038	62.564	64.128	65.732	67.375	69.059	70.786
	Bi-Weekly	4,423.81	4,534.41	4,647.77	4,763.96	4,883.06	5,005.14	5,130.26	5,258.52	5,389.98	5,524.73	5,662.85
	Monthly	9,584.92	9,824.55	10,070.16	10,321.92	10,579.96	10,844.46	11,115.57	11,393.46	11,678.30	11,970.26	12,269.51
	Annual	115,019.09	117,894.57	120,841.93	123,862.98	126,959.56	130,133.54	133,386.88	136,721.56	140,139.59	143,643.08	147,234.16
Operations Manager	Hourly	55.298	56.680	58.097	59.550	61.038	62.564	64.128	65.732	67.375	69.059	70.786
	Bi-Weekly	4,423.81	4,534.41	4,647.77	4,763.96	4,883.06	5,005.14	5,130.26	5,258.52	5,389.98	5,524.73	5,662.85
	Monthly	9,584.92	9,824.55	10,070.16	10,321.92	10,579.96	10,844.46	11,115.57	11,393.46	11,678.30	11,970.26	12,269.51
	Annual	115,019.09	117,894.57	120,841.93	123,862.98	126,959.56	130,133.54	133,386.88	136,721.56	140,139.59	143,643.08	147,234.16
Resource Recovery Manager	Hourly	55.298	56.680	58.097	59.550	61.038	62.564	64.128	65.732	67.375	69.059	70.786
	Bi-Weekly	4,423.81	4,534.41	4,647.77	4,763.96	4,883.06	5,005.14	5,130.26	5,258.52	5,389.98	5,524.73	5,662.85
	Monthly	9,584.92	9,824.55	10,070.16	10,321.92	10,579.96	10,844.46	11,115.57	11,393.46	11,678.30	11,970.26	12,269.51
	Annual	115,019.09	117,894.57	120,841.93	123,862.98	126,959.56	130,133.54	133,386.88	136,721.56	140,139.59	143,643.08	147,234.16
General Manager/CAO	Hourly											110.016
	Bi-Weekly											8,801.30
	Monthly											19,069.49
	Annual											228,833.85



## Report to the Board of Directors

**ITEM NO. 11**

N/A

Finance and Administration  
Manager/Controller-Treasurer

General Manager/CAO

*Shannon Chaffin by E.T.*

Authority General Counsel

**Date:** August 18, 2022

**From:** Mandy Brooks, Resource Recovery Manager

**Title:** A Resolution Approving Amendment No. 1 Authorizing a One-Year Extension to the Professional Services Agreement with Blue Strike Environmental for SB 1383 Quarterly Organic Waste Sampling Services in an Amount of \$26,000

### RECOMMENDATION

Staff recommends that the Board adopt the resolution.

The amendment to the agreement with Blue Strike Environmental (BSE) will provide services necessary to meet the new SB 1383 requirements of quarterly organic waste streams sampling and measuring at the transfer stations and landfill.

### STRATEGIC PLAN RELATIONSHIP

The recommended action will assist the Authority in supporting the Strategic Plan Goal to "Select and Implement Facilities (e.g., Salinas Area Material Recovery Center) and Programs that Lead to Achievement of at Least 75% Waste Diversion."

### FISCAL IMPACT

The Authority annually contracts with BSE for Special Event Recycling Services and development of Edible Food Recovery Programs. While these two contracts both total less than \$50,000, payments to the vendor will exceed \$50,000 for the fiscal year requiring Board approval to amend the existing agreement with BSE.

The approved FY 2022-23 budget includes \$26,000. This amendment to the agreement will be for one (1) year to complete the quarterly sampling requirements and has the option to extend for one (1) additional year.

### DISCUSSION & ANALYSIS

At the June 16, 2022, Board of Director's meeting, the Board approved the agreement (Res. No. 2022-41) with BSE for Q2 (April – June 2022) sampling services. The existing agreement allows for a one-year extension. BSE successfully completed the first quarterly organic wastes sampling work on time and significantly under budget. Staff wishes to initiate the one-year extension to the agreement. Staff was informed after the Q2 sampling that only one sample per day per organic waste stream is needed which decreases the daily sampling frequency. These changes are reflected in the revised

Scope of Services, Schedule of Compensation and the Schedule of Completion reflects the four quarterly sampling periods.

The quarterly organic sampling work is a new requirement of SB 1383 and requires ten (10) consecutive days of sampling of multiple organic waste streams, a minimum of 200 lbs. per sample, at each Authority facility: Sun St and Jolon Rd Transfer Stations, and Johnson Canyon Landfill. Beginning in Q3 (July- Sept 2022) landfill waste will also need to be sampled at the transfer stations. Once Sun St Transfer Station closes, only sampling will take place at Johnson Canyon Landfill and Jolon Rd Transfer Station.

The sampling results will be reported to CalRecycle on the Authority's quarterly recycling & disposal reports for each facility and provided to the Health's Department's Local Enforcement Agency (LEA).

## **BACKGROUND**

SB 1383 requires quarterly measuring of organics waste streams at all Transfer and Processing Facilities and Operations. This is new work that has not been previously conducted by the Authority.

## **ATTACHMENT(S)**

1. Resolution
2. Exhibit A – Amendment No. 1 to the Professional Services Agreement
3. Attachment 1 – Revised Scope of Services
4. Attachment 2 – Fee Schedule
5. Attachment 3 - Schedule of Completion

## RESOLUTION NO. 2022 -

### **A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY APPROVING AMENDMENT NO. 1 AUTHORIZING A ONE-YEAR EXTENSION TO THE PROFESSIONAL SERVICES AGREEMENT WITH BLUE STRIKE ENVIRONMENTAL FOR SB 1383 QUARTERLY ORGANIC WASTE SAMPLING SERVICES FOR AN AMOUNT OF \$26,000**

**WEHERAS**, on June 16, 2022, the Salinas Valley Solid Waste Authority Board of Directors adopted Resolution No. 2022-41 approving the professional services agreement with Blue Strike Environmental, terminating June 30, 2022; and,

**WHEREAS**, the agreement allowed for a one (1) year extension to the contract; and

**WHEREAS**, the Authority wishes to exercise the one (1) year extension.

**NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE SALINAS VALLEY SOLID WASTE AUTHORITY**, that the General Manager/CAO is hereby authorized and directed for, and on behalf of, the Salinas Valley Solid Waste Authority to execute Amendment No. 1 to the Professional Services Agreement with Blue Strike Environmental for SB1383 Quarterly Organic Waste Sampling Services, as attached hereto and marked "Exhibit A."

**BE IT FURTHER RESOLVED**, by the Board of Directors of the Salinas Valley Solid Waste Authority, that the updated Scope of Services, Schedule of Compensation, and Schedule of Completion are approved, as attached hereto and marked "Attachment 1, Attachment 2, and Attachment 3".

**PASSED AND ADOPTED** by the Board of Directors of the Salinas Valley Solid Waste Authority at its regular meeting duly held on the 18th day of August 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

Christopher M. Lopez, President

ATTEST:

APPROVED AS TO FORM:

Erika J. Trujillo, Clerk of the Board

Roy C. Santos, Authority General Counsel





**EXHIBIT A**

**AMENDMENT NO. 1**

FOR PROFESSIONAL SERVICES BETWEEN  
SALINAS VALLEY SOLID WASTE AUTHORITY AND  
BLUE STRIKE ENVIRONMENTAL  
FOR SB 1383 QUARTERLY SAMPLING SERVICES

This amendment is made and entered into this 18th day of August 2022, by and between the Salinas Valley Solid Waste Authority, a joint powers authority organized under the laws of the State of California (hereinafter "Authority"), and Blue Strike Environmental (hereinafter "Consultant").

The Authority and Consultant entered into an Agreement on June 16, 2022. The initial term of the agreement expired June 30, 2022. All terms of the aforementioned agreement will continue in force with the exception of the following changes:

1. Completion Schedule

The Authority and Consultant hereby mutually agree to extend the agreement for an additional one-year term effective August 18, 2022, and ending June 30, 2023. This schedule may be extended by mutual agreement of both parties for one (1) optional, one (1) year extension.

The Authority and Consultant hereby mutually agree to adopt the revised scope of services and new fee schedule as attached hereto and marked "Attachment 1" and "Attachment 2."

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

**SALINAS VALLEY SOLID WASTE AUTHORITY:**

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

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Date: \_\_\_\_\_  
Roy C. Santos  
Authority General Counsel

CONSULTANT: **Blue Strike Environmental**

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Date: \_\_\_\_\_  
Printed Name/Title



## **2022 Q3 Sun St, Jolon Rd, and Johnson Canyon Transfer Stations Waste Audit**

---

- We are shifting our planning to align with the sampling workload change for Q3. We believe that one person can complete the sampling of all three sites on the same day, as per our experience in Q2. They will travel to Sun Street Transfer Station, complete sampling, then travels to and sample at Johnson Canyon Landfill, and finally sample at Jolon Road.
- Blue Strike Environmental will provide an audit of Sun St Transfer Station, Johnson Canyon Landfill, and Jolon Rd Transfer Stations.
  - Audit 200lbs per stream as needed per day for 10 consecutive days:
    - Sun Street
      - Audit yard waste, cardboard, mixed C&D, Wood, and paper a maximum of once per day.
      - Audit Landfill once in the 10 days.
      - Sun Street hours will only be billed in Q3 sampling.
    - Johnson Canyon Landfill
      - Audit de-packager contamination, and green waste organics contamination a maximum of once per day.
      - Audit Landfill once in the 10 days.
    - Jolon Road
      - Audit yard waste, cardboard, mixed C&D, Wood, and paper a maximum of once per day.
- Remove contaminants from the stream to be weighed and the percentage calculated.
- Create a report of findings to be provided to Salinas Valley Recycles.
- Travel costs billed 62.5 cents per mile.
- Billing at \$80 per hour.



Attachment 2  
Fee Schedule



**Estimated Cost for Q3**

Daily Rate	
Cost per hour	\$80
Total hours	80
Cost of total sampling hours	\$6,400
Travel Costs	
Miles per day	133.2 miles
Cost per mile	\$0.625
Total miles	1,332
Total cost	\$832.5
Administrative Costs	
Hourly Rate	\$80
Hours	5
Total cost	\$400
Total Program Cost	\$7,632.5





**Estimate Costs for Q4 and onward.**

Daily Rate	
Cost per hour	\$80
Total hours	60
Cost of total sampling hours	\$4,800
Travel Costs	
Miles per day	133.2 miles
Cost per mile	\$0.625
Total miles	1,332
Total cost	\$832.5
Administrative Costs	
Hourly Rate	\$80
Hours	5
Total cost	\$400
Total Program Cost	\$6,032.5



**EXHIBIT “D”**

**SCHEDULE OF PERFORMANCE**

- I. Consultant shall perform all services and deliver all work products timely in accordance with the schedule listed below:**
- II. Consultant shall perform all Services timely in accordance with the following schedule:**

	<b>DAYS TO PERFORM</b>	<b>DEADLINE DATE</b>
<b>A. Task A</b>	Q2: Starting in the months of July, August, or September 2022, 10 Consecutive Days of Sampling at the Transfer Stations & Landfill	Sept. 30, 2022
<b>Task B</b>	Q3: Starting in the months of October, November, or December 2022, 10 Consecutive Days of Sampling at the Transfer Station & Landfill	Dec. 31, 2022
<b>Task C</b>	Q4: Starting in the months of January, February, or March 2023, 10 Consecutive Days of Sampling at the Transfer Station & Landfill	March 31, 2023
<b>Task D</b>	Q1: Starting in the months of April, May, or June 2023, 10 Consecutive Days of Sampling at the Transfer Station & Landfill	June 30, 2023

- III. Consultant shall deliver the following tangible work products to the Authority by the following dates.**

	<b>WORK PRODUCT</b>	<b>DATE DUE</b>
<b>A.</b>	Report of Results of Sampling at the Transfer Stations and Landfill	Q2: Sept 30, 2022 Q3: Dec. 31, 2022 Q4: March 31, 2023 Q1: June 30, 2023

- IV. The Project Manager may approve extensions for performance of the services in accordance with Section 3.2.**



## Report to the Board of Directors

### ITEM NO. 12

N/A

Finance and Administration  
Manager/Controller/Treasurer

General Manager/CAO

*Shannon Chaffin by E.T.*

Authority General Counsel

**Date:** August 18, 2022

**From:** Cesar Zuñiga, Assistant General Manager/Operations Manager

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

### RECOMMENDATION

Staff recommends that the Board adopt the resolution.

### STRATEGIC PLAN RELATIONSHIP

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

### FISCAL IMPACT

The sale of surplus property may generate some revenue. The units being surplus will be valued and placed for sale. Reasonable offers will be considered for sale of units being surplus.

### DISCUSSION & ANALYSIS

The Authority has a replacement schedule that allows staff to replace equipment that may exceed its value due to repairs needed to keep the unit in operational status or may no longer meet California Air Resources Board (CARB) requirements. Staff would like to surplus the equipment listed below due to its overall cost to repair compared to the equipment's value and pending closure of the Sun Street Transfer Station and relocation of the agencies free recycling programs and Household Hazardous Waste Facility.

Description	Vin Number	Reason for Surplus	Estimated Value	Estimated Revenue from:
2005 Honda Pilot	2HKYF18745H534542	Repairs exceed vehicle value	\$1,100-\$1,600	Sale
2003 Sterling CNG Elgin Street Sweeper	49HAADB13DK67256	Needs Repairs / Not required at MLTS	\$10,000-\$20,000	Sale

Staff would like to surplus the above listed equipment based on its repair cost and need for equipment as we relocate our services from Sun Street Transfer Station to Madison Lane Transfer Station. Staff has got its money's worth out of all the equipment listed above.

**BACKGROUND**

The Authority purchased the requested surplus equipment between 2010-2014 as used equipment to assist with the street sweeping task at the Sun Street Transfer Station and a fleet vehicle for our Compliance Manager during the Crazy Horse Landfill closure project. The cost of repairs needed by the surplus property exceed the value at this time and surplus is recommended.

**ATTACHMENT(S)**

1. Resolution

## RESOLUTION NO. 2022 -

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

**WHEREAS**, the Authority has a replacement schedule that allows staff to replace equipment that may exceed its value specific criteria or non-compliant with CARB; and,

**WHEREAS**, various items of equipment have been identified based their operational status, age, compliance, and cost to repair that exceed their value; and,

**WHEREAS**, at times parts are obsolete and not available for aged equipment; and,

**WHEREAS**, the below-described property is no longer necessary, useful or suitable for the Authority purposes and can be declared surplus.

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

- 2005 Honda Pilot VIN No. 2HKYF18745H534542
- 2003 Sterling Elgin CNG Sweeper VIN No. 49HAADB13DK67256

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

**PASSED AND ADOPTED** by the Board of Directors of the Salinas Valley Solid Waste Authority at the meeting duly held on the 18th day of August 2022, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

Christopher M. Lopez, President

ATTEST:

APPROVED AS TO FORM:

---

Erika J. Trujillo, Clerk of the Board

---

Roy C. Santos, Authority General Counsel





## Report to the Board of Directors

**Date:** August 18, 2022  
**From:** Mandy Brooks, Resource Recovery Manager  
**Title:** Community-Based Social Marketing to Create a Food Scraps Program

### ITEM NO. 13

N/A

Finance and Administration  
Manager/Controller-Treasurer

N/A

General Manager/CAO

N/A

Authority General Counsel

## THE ATTACHED PRESENTATION WILL BE GIVEN AT THE MEETING

### Attachment

1. Power Point Presentation



Item No. 13



## *Community-Based Social Marketing to Create a Food Scraps Program*

*Salinas Valley Solid Waste Authority  
Board of Directors Meeting  
August 18, 2022*



1



## Topics

Project Approach  
Research  
Strategies  
Field Test

2

## Community-Based Social Marketing

Select Behavior

Barriers & Benefits

Develop Strategy

Pilot Test

Implement Broadly & Evaluate

McKenzie-Mohr, D. (1999, 2011)

3

## Research

### Identify Willingness and Benefits to . . .

- ✖ Placing food scraps from meal prep, the end of a meal, and uneaten food in the fridge into the green cart.



4



## Research Methods and Sampling

### Literature Review and Mail Survey

- ✖ August and September of 2021
- ✖ 1,600 single-family and multifamily households
- ✖ Alisal neighborhood in Salinas
- ✖ Conducted in English and Spanish

5



## Research Outcomes

### Benefits to Placing Food Scraps in the Green Cart

- ✖ **Creating compost.**
- ✖ Less waste in the landfill.
- ✖ 33% of multifamily and 19% of single-family households reported overfilled carts.

6

# Outreach Strategies

7



## Outreach Strategies

### Overarching Goals

- ✖ Highlight motivations.
- ✖ Reduce or remove barriers.
- ✖ Use social science tools to engage residents in participating in the program.

8

## Outreach Strategies

- ✖ Lead with motivations
- ✖ Social norms
- ✖ Simply define food scraps
- ✖ Vivid display of behavior



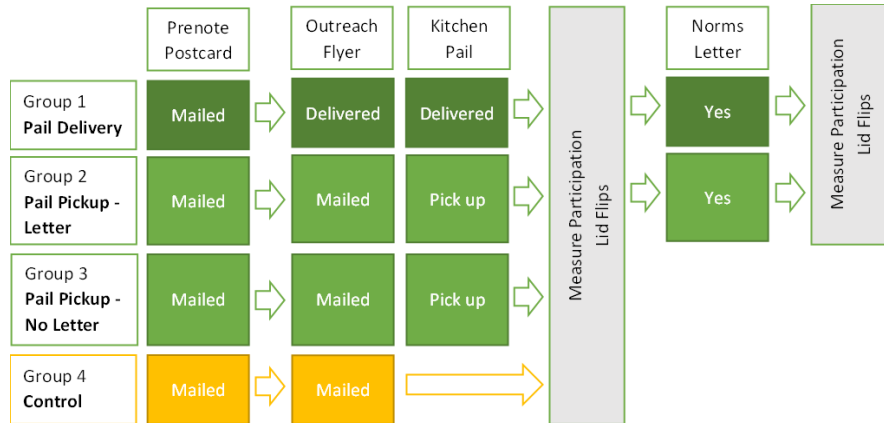
9

## Field Test Strategies

10

## Test Strategies

### Design



11

## Test Strategies

### Measures

- ✗ Presence of cart curbside.
- ✗ Presence of food in the green cart.
- ✗ Presence of food in the trash cart.
- ✗ Cart fullness.



12



## Test Strategies

### Setout Rates

	Number of Households	Percentage
Trash Cart	258	75%
Recycling Cart	245	71%
Green Cart	115	33%

13

## Test Strategies

### Participation Rates

	Total Households	Number of Green Carts Out	Number of Households with Food in Green Cart	Participation Rate
Pail Delivery	81	23	17	21%
Pail Pickup – Normative Letter	88	32	9	10%
Pail Pickup – No Normative Letter	91	32	11	12%
Education-only Control	85	28	7	8%

14



## Test Strategies

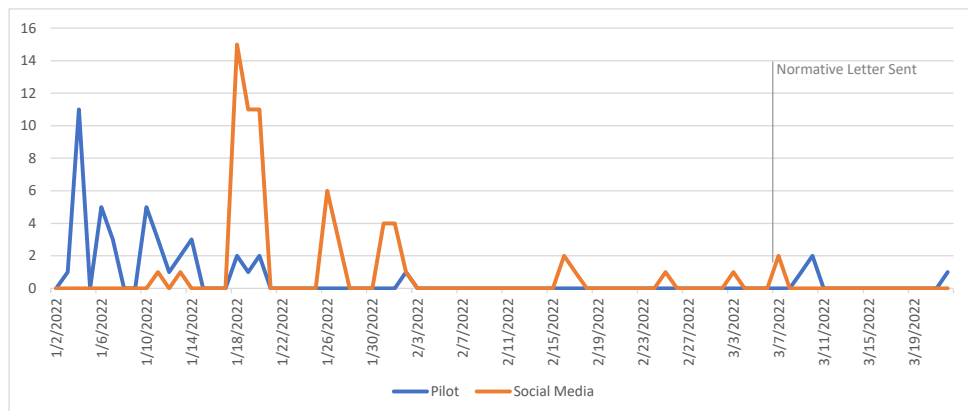
### Pail Pickup Participation Rates

Pail Pickup Groups (179 Households)			
Picked Up a Pail 22% (N=40)		Did Not Pick Up a Pail 78% (N=139)	
Participated 25% (N=10)	Did Not Participate 75% (N=30)	Participated 7% (N=10)	Did Not Participate 93% (N=129)

15

## Test Strategies

### Pail Pickup Responsiveness



16

## Findings and Recommendations

17



### Key Findings

#### Having a pail increased participation.

- ✖ Those with pails had similar participation rates (delivery, 21%; pickup, 25%).
- ✖ Those without pails also had similar participation rates (did not pickup, 7%; education-only control 8%).

18



## Recommendations

### Tools

- ✗ Reciprocity or prompt?
- ✗ Social norms – promote the message that higher percentages of participation come from use of the pails.
- ✗ Social norms – provide testimonials from pail users.

19



## Recommendations

### Address Barriers

- ✗ Provide other avenues for getting pails.
- ✗ It's okay to place food scraps in the green cart if there are no landscaping materials.

### Messages

- ✗ Shifting food scraps to the green cart will free up space in the trash cart. *Reminder to use images of desired behavior.*

20



## Recommendations

### Conduct follow-up research with those who . . .

- ✗ picked up pails but did not participate.
- ✗ have not yet participated.
- ✗ participated during one week of the lid flips but not the other.
- ✗ placed food scraps in the green cart without any landscaping materials.
- ✗ participated without receiving a pail (education-only control group).

21

## Recommendations

### Return on Investment

	Pail Delivery	Pail Pickup Voucher	Education Only
Participation	17/81 = 21%	20/179 = 11%	7/85 = 8%
Engagement/1,000 Households	210	110	80
Postage costs/1,000	NA	\$1,160	\$1,160
Printing materials costs/1,000	\$3,000	\$3,000	\$3,000
Pail costs/1,000	\$3,700	\$3,700	NA
Delivery of pails and materials costs/1,000	\$320	NA	NA
Total Cost	\$7,020	\$7,860	\$4,160
Cost per behavior (Total/Engagement)	<b>\$33.43</b>	<b>\$71.45</b>	<b>\$52.00</b>

22



Thank you!



## Report to the Board of Directors

**Date:** August 18, 2022  
**From:** Cesar Zuñiga, Asst. General Manager/CAO  
**Title:** Annual Tonnage and Operations Report for Fiscal Year 2021-22

### ITEM NO. 14

N/A

Finance and Administration  
Manager/Controller-Treasurer

N/A

General Manager/CAO

N/A

Authority General Counsel

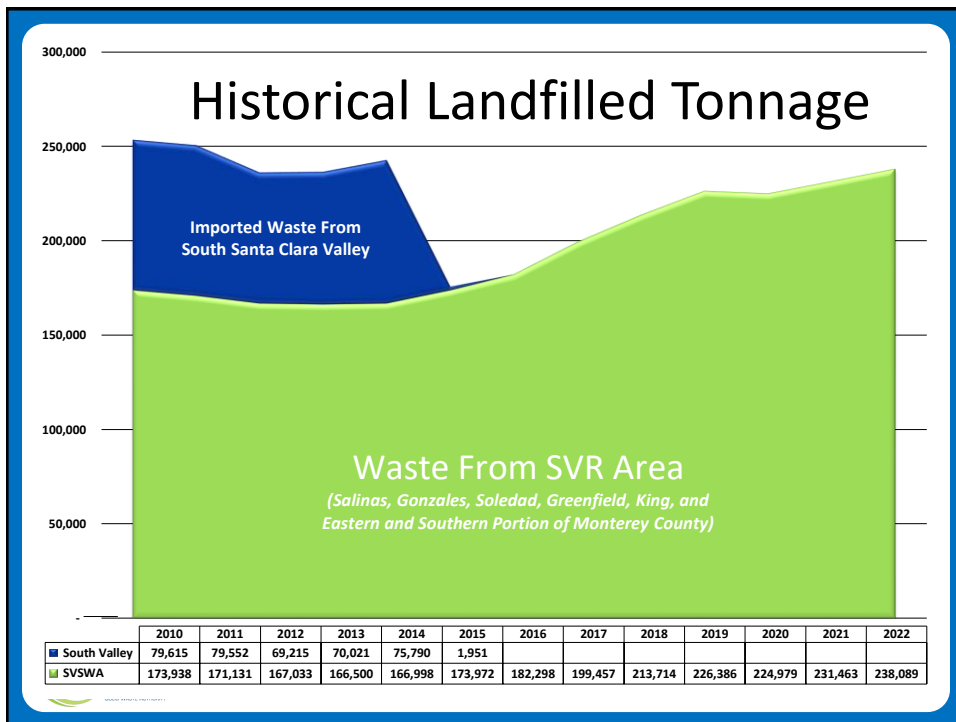
## THE ATTACHED PRESENTATION WILL BE GIVEN AT THE MEETING

### Attachment

1. Power Point Presentation



1



2

## Authority Service Area Tons Processed 237,246 Tons

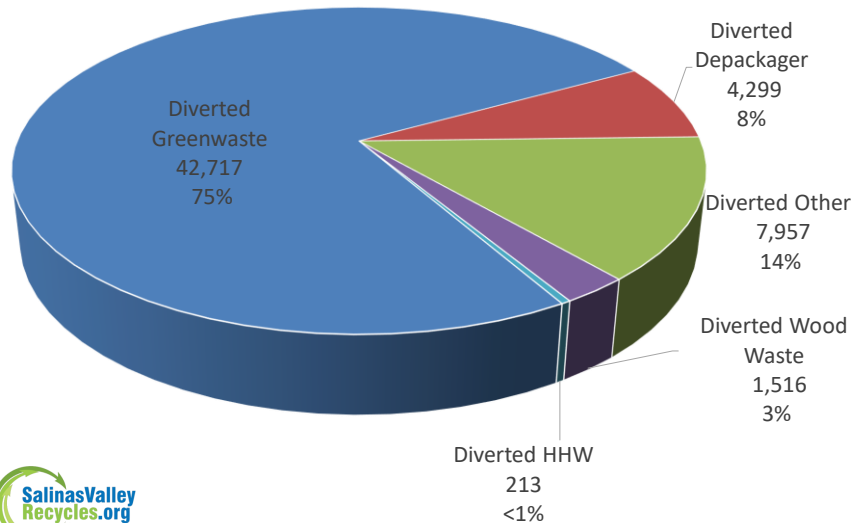
	Salinas	Monterey County	Soledad	King City	Greenfield	Gonzales	Total
<b>Total Received</b>	<b>181,179</b>	<b>60,993</b>	<b>18,954</b>	<b>13,543</b>	<b>16,466</b>	<b>16,291</b>	<b>307,426</b>
Less C&D (Used for ADC)	5,196	414	179	235	330	264	6,618
Less Biosolids (Used for ADC)	-	48	1,045	-	298	-	1,391
Less Dirt	2,520	922	293	-	77	234	4,047
<b>Net Tonnage Received</b>	<b>173,463</b>	<b>59,609</b>	<b>17,437</b>	<b>13,308</b>	<b>15,761</b>	<b>15,793</b>	<b>295,371</b>
Diverted Greenwaste	23,582	10,935	2,134	1,958	2,586	1,522	42,717
Diverted Depackager	1,717	2,126	1	-	-	455	4,299
Diverted Other	2,712	1,292	1,304	282	2,367	1,422	9,379
Diverted Wood Waste	965	61	22	145	151	172	1,516
Diverted HHW	179	7	3	8	2	15	213
<b>Total Diverted</b>	<b>29,155</b>	<b>14,421</b>	<b>3,465</b>	<b>2,392</b>	<b>5,106</b>	<b>3,586</b>	<b>58,124</b>
<b>% Diverted</b>	<b>16.8%</b>	<b>24.2%</b>	<b>19.9%</b>	<b>18.0%</b>	<b>32.4%</b>	<b>22.7%</b>	<b>19.7%</b>
<b>Solid Waste Landfilled</b>	<b>144,308</b>	<b>45,188</b>	<b>13,973</b>	<b>10,916</b>	<b>10,655</b>	<b>12,207</b>	<b>237,246</b>



\*Data includes inbound tons. 842.68 tons from out of service area not included in table.  
Facilities not operated by SVSWA are allocated based on tonnage received at Johnson Canyon

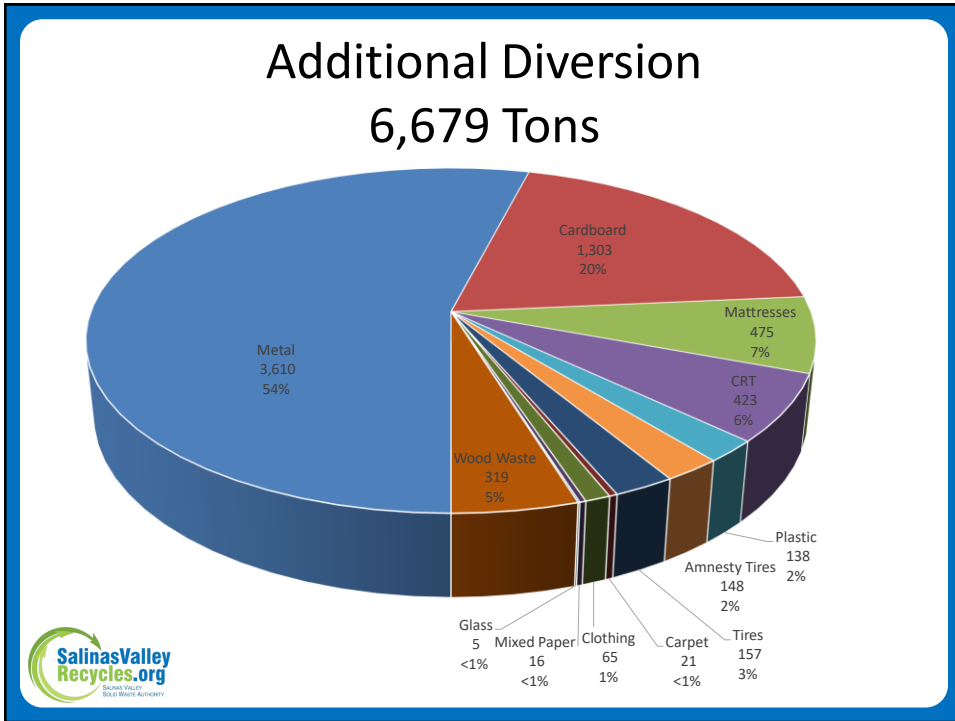
3

## Diverted Tonnage by Commodity 56,702 Tons Accepted

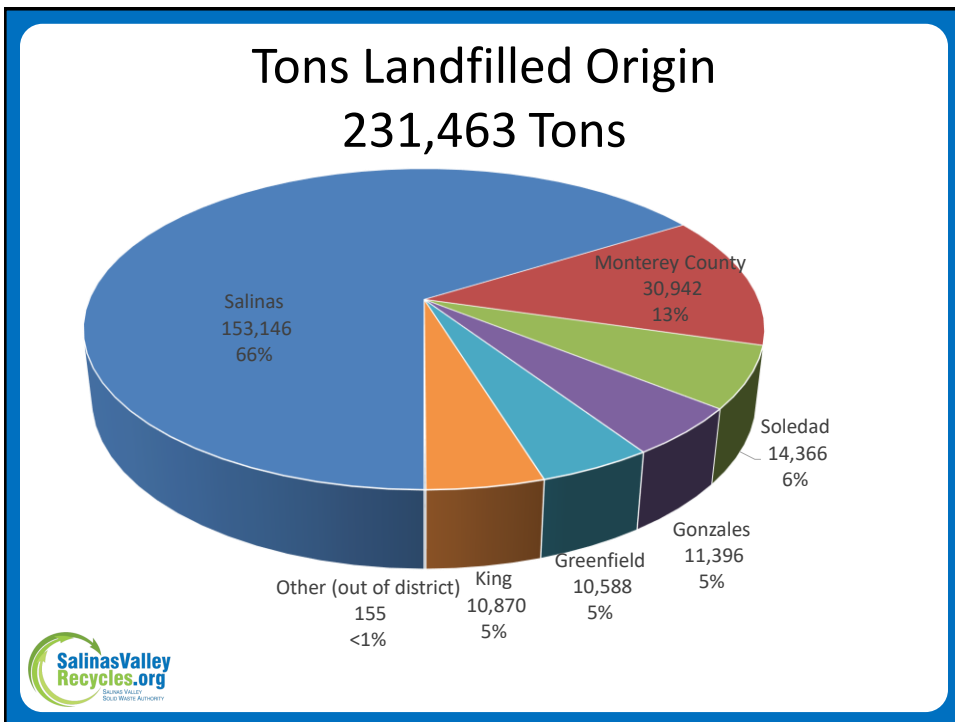


4





5



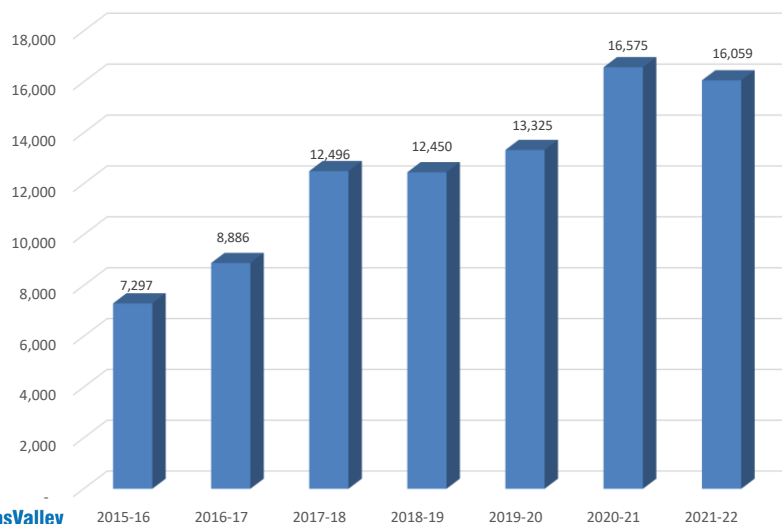
6

## Jolon Road Transfer Station



7

## Jolon Road Transfer Station Trips



8

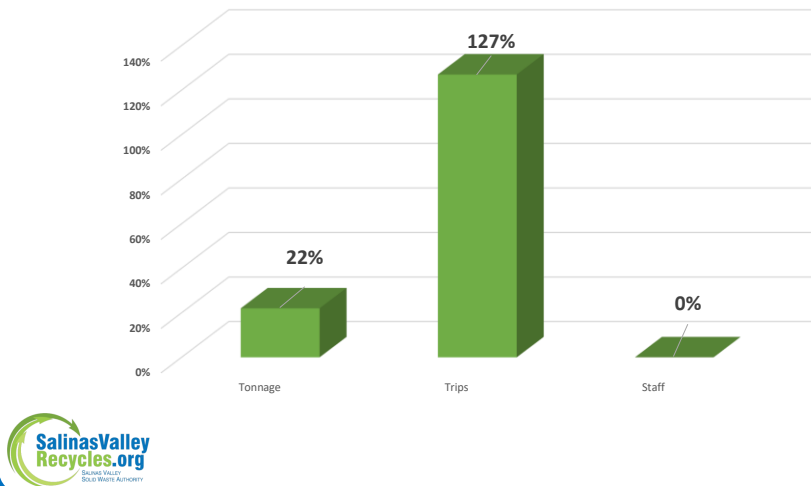
## Jolon Road Transfer Station Tons



9

## Jolon Road Transfer Station Tons

### Increase Since FY 15/16



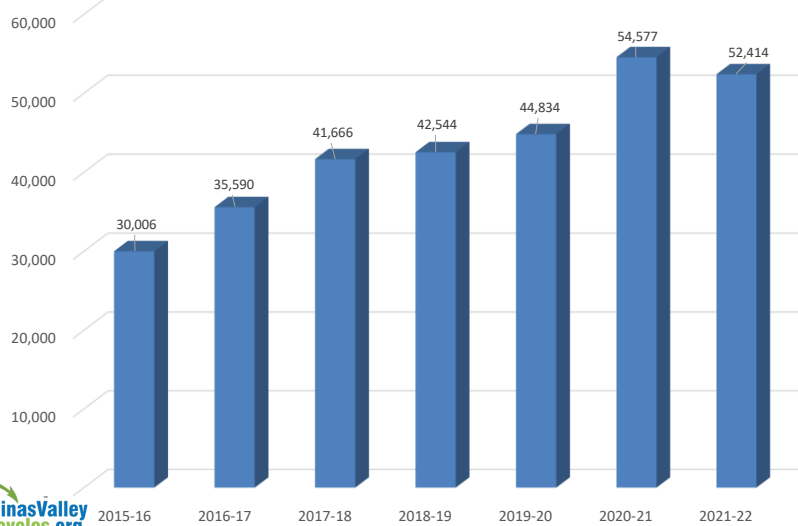
10

## Johnson Canyon Landfill



11

## Johnson Canyon Landfill Trips



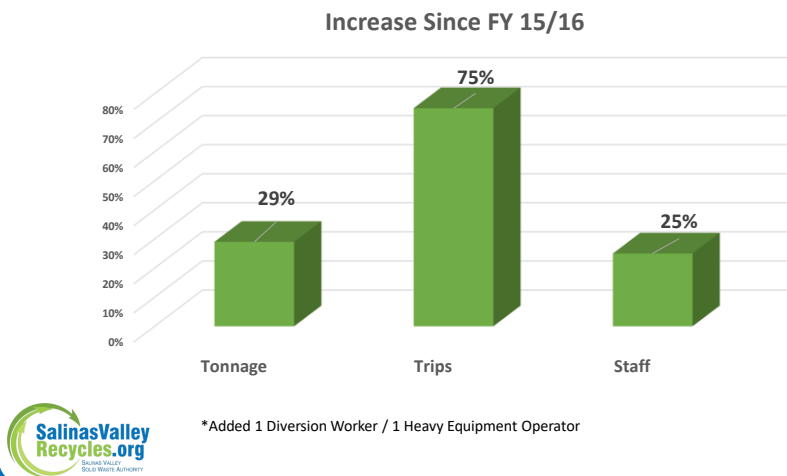
12

## Johnson Canyon Landfill Tons



13

## Johnson Canyon Landfill Tons



14

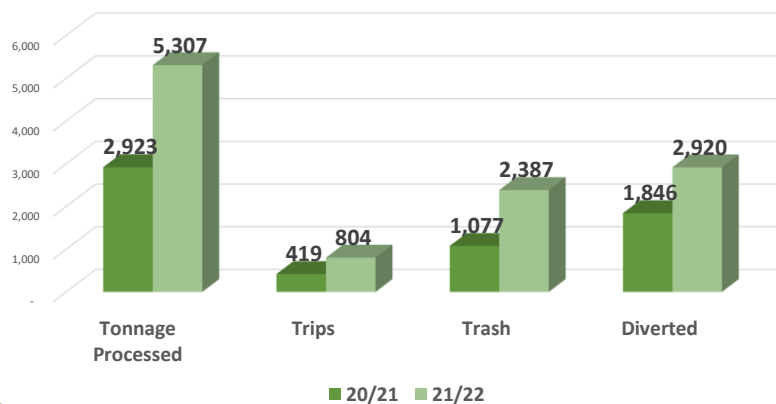
## Johnson Canyon Landfill Depackager



15

## Processed Tonnage Depackager

### Depackager Processing



\*2,920 tons = 146 transfer truck loads of organics diverted

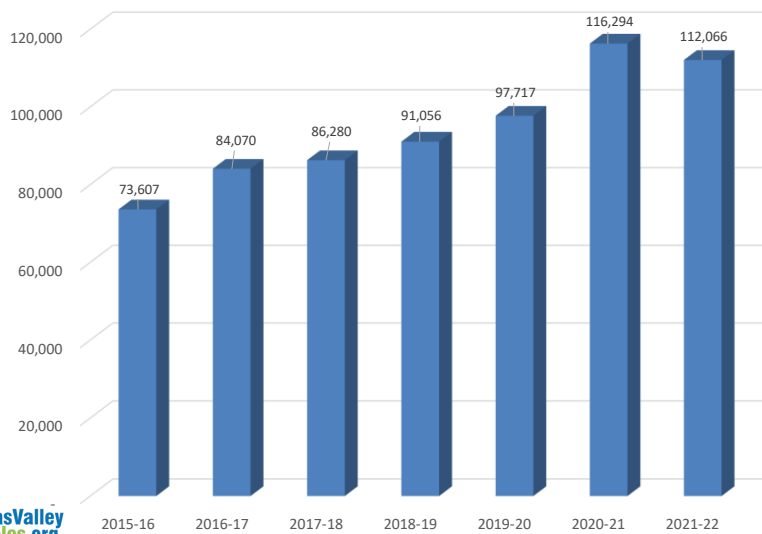
16

## Sun Street Transfer Station (2002)



17

## Sun Street Transfer Station Trips



18

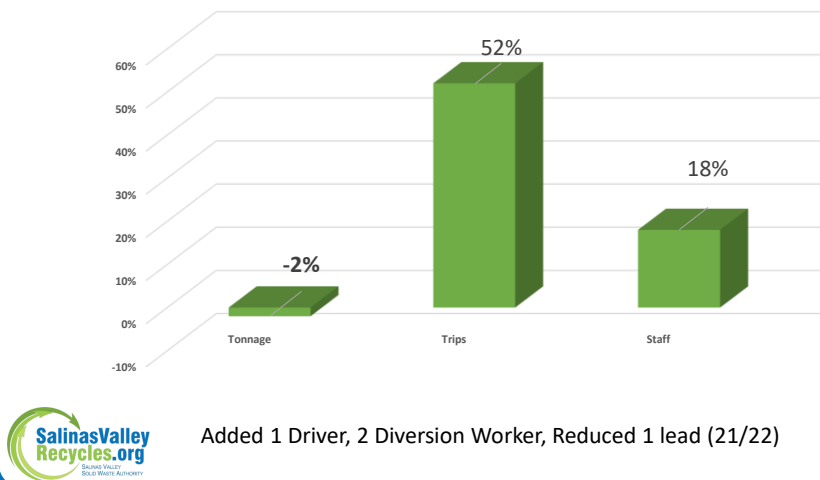
## Sun Street Transfer Station Tons



19

## Sun Street Transfer Station Tons

### Increase Since FY 15/16



20



## Household Hazardous Waste



21

## Household Hazardous Waste FY 21/22

- Customers Received – 7,516
- Mobile Collection Events – 15
- Material Collected at Mobile Events – 22,330 lbs.
- Process and certify all appliances (white goods)
- Process and certify Freon appliances



22

## Increases Since FY 15/16

Facility	FY Current Staffing Levels Established	Total Employees	Increase Trips	Increase Tonnage	Future Request (22/23)
JRTS	16/17	3	127%	22%	1 DW
JCLF	19/20	10	75%	41%	1 DW
Depackager	19/20	2		14%	1 DW
SSTS	17/18	14	52%	-2%	Shifting MLTS
HHW	07/08	4	-14%	N/A	0
Field Ops. (SWT)	20/21	3	2 TS / 1 LF	3 Closed Landfills	0



23

## 2022 Employee Communications Dinner Questions?



24

## SVR Agenda Item - View Ahead 2022

	Sep	Oct	Nov	Dec	Jan	Feb
A					Election of Officers	
1	Minutes	Minutes	Minutes	Minutes	Claims/Financials (EC)	Claims/Financials (EC)
2	Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)	December 31 Cash & Investments Report	Member Agencies Activities Report
3	Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report	4th Qtr. Tonnage & Diversion Report
4	New FY Grants & CIP Budget (EC)	September 30 Cash & Investments Report	3rd Qtr. Tonnage & Diversion Report	Reinstate Adopting AB 361	Annual County Used Oil Report	Any/All Grants Application Authorization
5	Reinstate Adopting AB 361	BD/EC Meetings Schedule	Reinstate Adopting AB 361	GM Evaluation (EC)	Mid Year Budget Adjustment (EC)	FY 22-23 Preliminary Budget (EC)
6	Water Delivery Agreement for JCLF (EC)	Salinas Bowmen Agreement	New Officers Nominating Committee		Annual Employee Survey Results (EC)	
7	Salaries and Benefits Field Operations Supervisors	Reinstate Adopting AB 361	GM Evaluation (EC)		FY 22-23 Budget Direction (EC)	
8	2021-2022 SVR Annual Report	Audit Report Previous FY (EC)				
9	Social Media Campaign	Regional Franchise Procurement (EC)				
10		GM Evaluation (EC)				
11						

Consent

Presentation

Consideration

Closed Session

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

(EC) Executive Committee

(sp) Strategic Plan Item