



AGENDA Regular Meeting

BOARD OF DIRECTORS

[April 17, 2025](#) | [6:00 p.m.](#)

Gonzales City Council Chambers
117 Fourth Street, Gonzales, CA 93926

This meeting will be held in-person.
Public participation remains available virtually via Zoom.
Meeting ID No. 842 1997 4199 | Passcode: 728112

Board Norms

- ✓ 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 success.
- ✓ 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.
- ✓ Remain engaged and focused on the agenda and meeting.
- ✓ Approach the business of government in a professional manner.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Directors

County: Chris Lopez
 County: Glenn Church, *Vice President*
 Salinas: Andrew Sandoval
 Salinas: Gloria De La Rosa, *Alt. Vice President*
 Salinas: Jose Luis Barajas
 Gonzales: Elizabeth Silva, *President*
 Soledad: Evarista Bañuelos
 Greenfield: Marcy Jones
 King City: Robert S. Cullen

Alternate Directors

County: Luis Alejo
 Salinas: Vacant
 Gonzales: Scott Funk
 Soledad: Ben Caldera
 Greenfield: Belén García
 King City: Oscar Avalos

TRANSLATION SERVICES AND OTHER MEETING ANNOUNCEMENTS

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

Meeting ID: 842 1997 4199 | Passcode: 728112

APPROVAL OF AGENDA

GENERAL MANAGER/CAO COMMENTS

DEPARTMENT MANAGER COMMENTS

GENERAL LEGAL COUNSEL COMMENTS

BOARD DIRECTOR COMMENTS

PUBLIC COMMENT

Receive public comment from the 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.

1. [Minutes of the Mach 20, 2025 Meeting.](#)
2. [February 2025 Claims and Financial Report.](#)
3. [March 2025 Quarterly Investments Report.](#)
4. [Member and Interagency Activities Report for March 2025.](#)
5. [A Resolution Establishing the Investment Policy.](#)

- 6. [A Resolution Adopting the Revised Financial Policies.](#)
- 7. [A Resolution Approving a Revised Salary Schedule Effective May 12, 2025.](#)

PRESENTATION

- 8. [RECYCLING RECOGNITION](#)
 - A. Receive Report from Janna Faulk, Recycling Coordinator
 - B. Board Questions
 - C. Public Comment
 - D. Board Discussion and Action | Recommended Action – *None; Informational Only*
- 9. [SALINAS VALLEY SOLID WASTE AUTHORITY YOUTH COUNCIL UPDATE](#)
 - A. Receive Report from Sara Papineau-Brand and Julia Brooker, Resource Recovery Technicians
 - B. Board Questions
 - C. Public Comment
 - D. Board Discussion and Action | Recommended Action – *None; Informational Only*

FUTURE AGENDA ITEMS

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

ADJOURNMENT

Meeting Information

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 through Zoom using the link below. Join with computer audio at:

<https://us02web.zoom.us/j/84219974199?pwd=jmWRbm3ehSuyqzGazb6O5JabmbAUvy.1>. 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 Meeting ID: #842 1997 4199		Passcode: 728112
To Raise your Hand press *9		To Mute and Unmute yourself press *6

Public comments may also be submitted via e-mail to the Clerk of the Board at comment@svswa.org. Comments must be received by 3 p.m. on Thursday, April 17, 2025 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 agenda was posted at the Administration Office of the Salinas Valley Solid Waste Authority, 126 Sun St., Salinas, on the Gonzales Council Chambers Bulletin Board, 117 Fourth Street, Gonzales, and the Authority’s Website on **Thursday, April 10, 2025**. The Salinas Valley Solid Waste Authority Board will next meet in regular session on **Thursday, May 15, 2025**. Staff reports for the Authority Board meetings are available for review at: ▶ Salinas Valley Solid Waste Authority: 126 Sun Street, Salinas, CA 93901, Phone 831-775-3000 ▶ Web Site: www.salinasvalleyrecycles.org. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact Erika J. Trujillo, Clerk of the Board at 831-775-3000. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II). Spanish interpretation will be provided at the meeting. *Se proporcionará interpretación a español.*

**MINUTES OF
THE SALINAS VALLEY SOLID WASTE AUTHORITY
BOARD MEETING
MARCH 20, 2025**

117 Fourth Street, Gonzales, CA 93926

CALL TO ORDER

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

ROLL CALL

Board Directors

County of Monterey	Chirstopher M. Lopez
County of Monterey	Luis Alejo <i>(Alternate)</i>
City of Salinas	Gloria De La Rosa, <i>Alternate Vice President</i>
City of Salinas	Jose Luis Barajas
City of Gonzales	Elizabeth Silva, <i>President</i>
City of Soledad	Evarista Bañuelos <i>(arrived at 6:08pm)</i>
City of Greenfield	Marcy Jones
City of King	Robert Cullen

Absent

County of Monterey	Glenn Church, <i>Vice President</i>
City of Salinas	Andrew Sandoval

Staff Member Present

Patrick Mathews, General Manager/CAO
Cesar Zuñiga, Assistant General Manager / Operations Manager
Mandy Brooks, Resource Recovery Manager
Ray Hendricks, Finance and Administration Manager
Brian Kennedy, Engineering and Environmental Compliance Manager
Monica Zuniga, Human Resources Supervisor
Roy C. Santos, General Legal Counsel
Rosie Ramirez, Administrative Assistant
Erika J. Trujillo, Clerk of the Board

MEETING ANNOUNCEMENTS

(6:02) Clerk of the Board Trujillo announced in Spanish the availability of translation services via Zoom and in person. No members of the public requested the service.

APPROVAL OF AGENDA (6:02)

Staff Comments: None

Board Discussion: None

Public Comment: None

Motion: Director Lopez made a motion to approve the agenda as presented. Alternate Vice President De La Rosa seconded the motion.

Votes: Motion carried 7,0

Ayes: Alejo (Alt), Barajas, Cullen, De La Rosa, Lopez, Jones, Silva

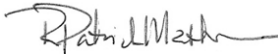
Noes: None

Abstain: None

Absent: Bañuelos, Church, Sandoval

ITEM NO. 1

Agenda Item



General Manager/CAO

R. Santos by E.T.

Authority General Counsel
Approval

GENERAL MANAGER/CAO COMMENTS

(6:02) General Manger/CAO Mathews commented on the addition of Item A on the agenda per his direction.

DEPARTMENT MANAGER COMMENTS

(6:04) Operations Manager/Assistant General Manager Zuñiga commented on upcoming Tire Amnesty event taking place from April 5th thru May 31st at all three of the facilities.

GENERAL LEGAL COUNSEL COMMENTS

(6:05) None

BOARD DIRECTOR COMMENTS

(6:05) Director Cullen informed the committee he will not be in attendance at the April Board meeting. Director Lopez commented on the illegal dumping of tires and incentives that could avoid deterring the problem. He indicated that there is a mural being painted in the Community of Chualar as a landmark that will feature field workers and commemorate the Braceros that were killed in the train crash of 1963. Director Barajas acknowledged International Women's Month extending his acknowledgment and appreciation to President Silva and the female leaders with in the Authority. Director Alejo commented on the Monterey County Immigrants' Rights Committee and the commitment to reach and assist the community members. He indicated that there will be an event to unveil the Chualar mural on April 18th. Director Silva commented on the upcoming Car Show Event taking place in the City of Gonzales on April 5.

PUBLIC COMMENT

(6:13) None

DISCUSSION AND DIRECTION

A. Discussion On the Strategic Planning Workshop

(6:14) General Manager/CAO Mathews provided a verbal report on the outcome of the poll distributed for the scheduling of the annual strategic planning workshop. He indicated that none of the 33 options available worked for the majority of the Board. Mr. Mathews presented the option of conducting the workshop in conjunction with the August 21, 2025, Regular Board meeting.

Public Comment: None

Board Discussion: The Board discussed the report confirming their availability.

Motion: By consensus the Board agreed to have a Special Meeting scheduled for August 21, 2025, to begin at 4 p.m. to hold the Annual Strategic Planning Workshop.

PUBLIC HEARING

1. A PUBLIC HEARING IN ACCORDANCE WITH ASSEMBLY BILL 2561/GOVERNMENT CODE SECTION 3502.3

(6:18) Human Resources Supervisor Zuniga presented the Authority's vacancies, recruitments, and retention efforts for calendar year 2024 as required by Assembly Bill 2561. The presentation demonstrated the highest vacancy rate was 6.2%, the lowest was 1.5% and the average annual rate of vacancies was 3%.

Public Hearing: The Public Hearing was opened for public comment at 6:29 p.m. No public comment was received. The Public Hearing was closed at 6:30 p.m.

Board Discussion: The Board discussed the presentation.

Motion: Director Alejo made a motion to accept the report. Director Barajas seconded the motion.

Votes: Motion carried 8,0

Ayes: Alejo (alt), Barajas, Bañuelos, Cullen, De La Rosa, Lopez, Jones, Silva

Noes: None
 Abstain: None
 Absent: Church, Sandoval

2. RESOLUTION NO. 2025- 16 APPROVING THE DISPOSAL AND SERVICE FEES EFFECTIVE JULY 1, 2025

(6:41) Finance and Administration Manager Hendricks presented the rates and adjustments necessary to balance the Operating Budget for Fiscal Year 2025-26 and impacts to the customers. The rate adjustments included increases to Solid Waste, Organics, Transportation Surcharge, and AB 939 Fees which will fully fund ongoing programs for the upcoming fiscal year. He detailed the impacts to the customers by jurisdiction.

Public Hearing: The Public Hearing was opened for public comment at 6:35 p.m. No public comment was received. The Public Hearing was closed at 6:36 p.m.

Board Discussion: The Board discussed the presentation.

Motion: Director Barajas made a motion to adopt Resolution No. 2025-16. Director Cullen seconded the motion.

Votes: Motion carried 8,0

Ayes: Alejo (alt), Barajas, Bañuelos, Cullen, De La Rosa, Lopez, Jones, Silva
 Noes: None
 Abstain: None
 Absent: Church, Sandoval

CONSIDERATION

3. RESOLUTION NO. 17 APPROVING THE OPERATING BUDGET FOR FY 2025-26, A REVISED PERSONNEL ALLOCATION EFFECTIVE MAY 12, 2025, AND THE SALARY SCHEDULE FOR SALINAS VALLEY SOLID WASTE AUTHORITY FIELD OPERATIONS UNIT EFFECTIVE JULY 7, 2025

(6:41) Finance and Administration Manager presented the Operating Budget for Fiscal Year 2025-26 of \$24,985,000. The projected revenues are due to rate and/or tonnage increases to Solid Waste, Organics, Transportation Surcharge, and the AB 939 fees. The budget was explained along with the expenditure increases included, insurance premiums increases, merit increases, cost of living increases, and a request for two new positions: an additional Field Operations Supervisor and a new Human Resources Technician. The Capital Improvement Budget funded from Operations included a new CIP for SB 1383 Procurement and discussed the 5-year projections to the status quo budget including projected rates.

Public Comment: None

Board Discussion: The Board discussed the presentation.

Motion: Director Lopez made a motion to adopt Resolution No. 2025-17. Director Barajas seconded the motion.

Votes: Motion carried 8,0

Ayes: Alejo (alt), Barajas, Bañuelos, Cullen, De La Rosa, Lopez, Jones, Silva
 Noes: None
 Abstain: None
 Absent: Church, Sandoval

CONSENT AGENDA (6:52)

4. Minutes of the February 20, 2025 Meeting.
5. January 2024 Claims and Financial Report.
6. Member and Interagency Activities Report for February 2024.
7. Resolution No. 2025-18 Awarding a Contract to Aragon Electrical Services, Inc. for the Design and Construction Services of Electrical Vehicle Charging Stations for an Amount of

\$238,162, Subject to Grant Funding Award from Monterey Bay Air Resources District and Approving a Supplemental Appropriation to the Fiscal Year 2024-25 Capital Improvement Budget in the Amount of \$260,000.

8. Resolution No. 2025-19 Declaring Surplus Lands at 131 and 139 Sun Street, Salinas, CA and Authorizing the General Manager/CAO to Dispose of the Properties.
9. Resolution No. 2025-20 Approving Amendment No. 2 to the Memorandum of Understanding (MOU) Between the Salinas Valley Solid Waste Authority and the At-Will Management Employees and the Revised Salary Schedule effective July 1, 2025.
10. Resolution No. 2025-21 Approving the Revised Human Resources Supervisor Job Description and Approving the New Human Resources Technician Job Description.
11. Resolution No. 2025-22 Approving Amendment No. 2 to the Memorandum of Understanding (MOU) Between the Salinas Valley Solid Waste Authority and the Administration, Finance and Resources Recovery Benefits Committee (ABC) and Approving the Revised Salary Schedule Effective July 1, 2025.

Public Comment: None

Board Discussion: None

Motion: Director Alejo made a motion to approve the consent agenda as presented. Alternative Vice President De La Rosa seconded the motion.

Votes: Motion carried 8,0

Ayes: Alejo (alt), Barajas, Bañuelos, Cullen, De La Rosa, Lopez, Jones, Silva

Noes: None

Abstain: None

Absent: Church, Sandoval

PRESENTATION

12. SWANA LEGISLATIVE AND REGULATORY UPDATE

(6:55) General Manager/CAO Mathews presented the new and revised legislative and regulatory mandates that could have an impact on the solid waste industry. He detailed the recent legislation for Extended Producer Responsibility (EPR) Programs and SB 54, one of the most significant EPR Programs signed into law that will require all single-use packaging and plastic food service ware sold in CA to be either recyclable or compostable by 2032. Resource Recovery Manager Brooks presented an update on the SB 1383 timeline and detailed the efforts to comply with the mandate.

Public Comment: None

Board Discussion: The Board discussed the presentation.

Motion: None; Informational Only

FUTURE AGENDA ITEMS (7:41)

13. AGENDA ITEMS – VIEW AHEAD SCHEDULE

CLOSED SESSION

(7:43) President Silva invited public comment on closed session items numbered 14.

14. Pursuant to **GOVERNMENT CODE SECTION 54956.95** to conference with General Counsel Roy C. Santos on consideration of Liability Claim No. 2025-01 alleging bodily injuries, pain, and suffering.

PUBLIC COMMENT

(7:44) None

(7:46) President Silva adjourned the meeting into closed session to discuss item numbered 14.

RECONVENE

(7:56) President Silva reconvened the meeting to open session.
General Counsel Santos reported that the Board of Directors rejected Liability Claim No. 2025-01.

ADJOURNED

Director Bañuelos made a motion to adjourn the meeting. Director Cullen seconded the motion. Motion passed unanimously. President Silva adjourned the meeting 7:57 p.m.

APPROVED: _____
Elizabeth Silva, 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 Legal Counsel

Date: April 17, 2025
From: C. Ray Hendricks, Finance and Administration Manager
Title: February 2025 Claims and Financial Reports

RECOMMENDATIONS

The Executive Committee recommends acceptance of the February 2025 Claims and Financial Reports.

DISCUSSION & ANALYSIS

Please refer to the attached financial reports and checks issued report for the month of February for a summary of the Authority's financial position as of February 28, 2025. The following are highlights of the Authority's financial activity for the month of February.

Results of Operations (Consolidated Statement of Revenues and Expenditures)

For the month of February 2025, operating revenues exceeded expenditures by \$475,586.

Revenues (Consolidated Statement of Revenues and Expenditures)

	February Budget	February Actual	Over/(Under)	
Tipping Fees - Solid Waste	985,998	1,017,117	31,119	3.2%
Tipping Fees - Diverted Materials	244,946	259,840	14,894	6.1%
Other Revenues	620,091	635,458	15,367	2.5%
Total Revenue	1,851,035	1,912,415	61,380	3.3%

Solid Waste revenues for February were \$31,119 or 3.2% over budgeted amounts. Diverted Material revenues for February were \$14,894 or 6.1% over budgeted amounts. February total revenue was \$61,380 or 3.3% over budgeted amounts.

	Y-T-D Budget	Y-T-D Actual	Over/(Under)	
Tipping Fees - Solid Waste	9,326,458	10,097,153	770,695	8.3%
Tipping Fees - Diverted Materials	2,177,698	3,355,886	1,178,188	54.1%
Other Revenues	5,917,467	6,275,360	357,893	6.0%
Total Revenue	17,421,623	19,728,399	2,306,776	13.2%

Solid Waste revenues year to date as of February were \$770,695 or 8.3% over budgeted amounts. Diverted Material revenues year to date as of February were \$1,178,188 or 54.1%

over budgeted amounts. Year to date total revenue as of February was \$2,306,776 or 13.2% over budgeted amounts.

Operating Expenditures (Consolidated Statement of Revenues and Expenditures)

As of February 28, 2025 (66.7% of the fiscal year), year-to-date operating expenditures totaled \$15,193,555. This is 64.9% of the operating budget of \$23,415,000.

Capital Project Expenditures (Consolidated Grant and CIP Expenditures Report)

For the month of February 2025, capital project expenditures totaled \$591,514. \$167,058 was for Organics Program Equipment Replacement. \$166,581 was for JR Transfer Station Improvements. \$64,000 was for Equipment Replacement. \$43,707 was for CH Postclosure Maintenance. \$40,613 was for SB1383 Local Assistance Grant Program. \$24,204 was for CalRecycle – Household Hazardous Waste. \$22,930 was for LR Postclosure Maintenance. \$15,950 was for JR Postclosure Maintenance. \$15,563 was for North County Transfer Station. \$13,747 was for JC Module Engineering and Construction.

Claims Checks Issued Report

The Authority's Checks Issued Report for the month of February 2025 is attached for review and acceptance. February disbursements totaled \$1,872,558.94 of which \$706,937.94 was paid from the payroll checking account for payroll and payroll related benefits.

The following is a list of vendors paid more than \$50,000 during the month of February 2025.

Vendor	Services	Amount
Holt of California	2020 Cat 918M	\$167,058.14
Atlas Organics CU11, LLC	Monthly Organics Processing & Mulch Procurement	\$145,436.53
Southern Counties Lubricants, LLC	Equipment and Vehicle Fuel	\$83,567.21
Fire Rover, LLC	JR Fire Rover Equipment	\$81,018.75
Tri Valley Excavating Co, Inc.	Jolon Road Paving	\$68,414.85
Pac Auto Group, Inc.	2022 Ford F-250	\$64,000.00

Cash Balances

The Authority's cash position increased by \$259,617.51 during February to \$38,182,446.35. 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, cash for debt service principal payments is transferred in July so that the payment can be made in August. While these transfers and payments leave the balance available for operations with a negative balance, profitable operations should improve the balance to a positive amount by the end of the fiscal year.

Restricted by Legal Agreements:

Johnson Canyon Closure Fund	5,212,194.44
Restricted for Pension Liabilities (115 Trust)	-
State & Federal Grants	342,719.00
BNY - Bond 2022A Payment	-

Funds Held in Trust:

Central Coast Media Recycling Coalition	128,741.11
Employee Unreimbursed Medical Claims	1,490.03

Committed by Board Policy:

AB939 Services	294,339.81
Undesignated Fund Balance	-
Designated for Capital Projects Reserve	5,475,938.23
Designated for Environmental Impairment Reserve	3,206,108.06
Designated for Operating Reserve	3,791,621.18
Expansion Fund (South Valley Revenues)	5,170,235.24

Assigned for Post Closure and Capital Improvements

Crazy Horse Post Closure	844,679.09
Lewis Road Post Closure	261,800.40
Jolon Road Post Closure	41,054.46
Johnson Canyon Post Closure	2,962,390.65
Capital Improvement Projects	9,925,099.53

Available for Operations: 524,035.12

Total 38,182,446.35

ATTACHMENTS

1. February 2025 Consolidated Statement of Revenues and Expenditures
2. February 2025 Consolidated Grant and CIP Expenditures Report
3. February 202 Checks Issued Report

Salinas Valley Solid Waste Authority
Consolidated Statement of Revenues and Expenditure
For Period Ending February 28, 2025

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<u>Revenue Summary</u>							
Tipping Fees - Solid Waste	14,083,100	1,017,117	10,097,153	71.7 %	3,985,947	0	3,985,947
Tipping Fees - Diverted Materials	3,393,800	259,840	3,355,886	98.9 %	37,914	0	37,914
AB939 Service Fee	5,008,400	417,368	3,338,944	66.7 %	1,669,456	0	1,669,456
Charges for Services	2,595,000	174,360	1,760,644	67.8 %	834,356	0	834,356
Sales of Materials	140,000	36,450	137,430	98.2 %	2,570	0	2,570
Gas Royalties	320,000	0	165,702	51.8 %	154,298	0	154,298
Investment Earnings	1,000,000	7,280	872,640	87.3 %	127,360	0	127,360
Rental Income	167,000	20,371	135,594	81.2 %	31,406	0	31,406
Total Revenue	26,707,300	1,932,785	19,863,994	74.4 %	6,843,306	0	6,843,306
<u>Expense Summary</u>							
Executive Administration	547,800	31,900	304,543	55.6 %	243,257	165	243,092
Administrative Support	570,400	41,039	381,227	66.8 %	189,173	1,720	187,454
Human Resources Administration	299,200	16,274	197,455	66.0 %	101,745	2,109	99,635
Clerk of the Board	219,900	16,273	123,829	56.3 %	96,071	962	95,109
Finance Administration	967,500	59,047	610,356	63.1 %	357,144	4,012	353,132
Operations Administration	790,300	45,903	471,372	59.6 %	318,928	965	317,963
Resource Recovery	1,438,100	98,902	820,045	57.0 %	618,055	34,652	583,403
Marketing	100,600	2,346	70,325	69.9 %	30,275	22,693	7,582
Public Education	252,300	(26,409)	132,887	52.7 %	119,413	71,329	48,084
Household Hazardous Waste	1,151,800	56,344	580,619	50.4 %	571,181	55,086	516,096
C & D Diversion	304,200	10,826	92,019	30.2 %	212,181	61,192	150,989
Organics Diversion	2,323,200	122,037	1,124,208	48.4 %	1,198,992	967,081	231,911
Diversion Services	40,000	0	18,843	47.1 %	21,157	2,635	18,522
JR Transfer Station	916,100	51,286	544,240	59.4 %	371,860	7,676	364,185
JR Recycling Operations	264,500	15,033	153,625	58.1 %	110,875	0	110,875

Salinas Valley Solid Waste Authority
Consolidated Statement of Revenues and Expenditure
For Period Ending February 28, 2025

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
ML Transportation Operations	1,970,500	157,785	1,392,707	70.7 %	577,793	11,517	566,276
ML Recycling Operations	638,200	40,586	345,421	54.1 %	292,779	0	292,779
JC Landfill Operations	4,601,800	325,860	2,892,680	62.9 %	1,709,120	427,643	1,281,477
JC Recycling Operations	574,600	41,038	323,644	56.3 %	250,956	66,902	184,054
Johnson Canyon ECS	619,200	63,764	336,264	54.3 %	282,936	73,027	209,909
Sun Street ECS	236,300	1,217	126,259	53.4 %	110,041	0	110,041
Debt Service - Interest	381,600	181,666	381,569	100.0 %	31	0	31
Debt Service - Principal	2,730,000	0	2,730,000	100.0 %	0	0	0
Closure/Post Closure Set-Aside	389,400	27,646	274,015	70.4 %	115,385	0	115,385
Cell Construction Set-Aside	1,087,500	77,222	765,404	70.4 %	322,096	0	322,096
Total Expense	23,415,000	1,457,586	15,193,555	64.9 %	8,221,445	1,811,365	6,410,081
Revenue Over/(Under) Expenses	3,292,300	475,199	4,670,440	141.9 %	(1,378,140)	(1,811,365)	433,225

Salinas Valley Solid Waste Authority
Consolidated CIP Expenditure Report
For Period Ending February 28, 2025

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<u>Fund 131 - Crazy Horse Post-Closure Fund</u>							
131 9316 CH Corrective Action Program	250,000	0	0	0.0 %	250,000	0	250,000
131 9321 CH Postclosure Maintenance	953,549	43,707	358,988	37.6 %	594,562	69,891	524,671
Total Fund 131 - Crazy Horse Post-Closure F	1,203,549	43,707	358,988	29.8 %	844,562	69,891	774,671
<u>Fund 141 - Lewis Road Post-Closure Fund</u>							
141 9403 LR Postclosure Maintenance	444,623	22,930	182,890	41.1 %	261,733	29,139	232,595
Total Fund 141 - Lewis Road Post-Closure F	444,623	22,930	182,890	41.1 %	261,733	29,139	232,595
<u>Fund 161 - Jolon Road Post-Closure Fund</u>							
161 9604 JR Postclosure Maintenance	366,027	15,950	324,972	88.8 %	41,054	3,300	37,754
Total Fund 161 - Jolon Road Post-Closure F	366,027	15,950	324,972	88.8 %	41,054	3,300	37,754
<u>Fund 211 - Grants</u>							
211 9217 Micro Grants for Mattress Collector	10,624	0	8,556	80.5 %	2,068	0	2,068
211 9231 Tire Amnesty 2023-24	46,000	0	18,998	41.3 %	27,002	0	27,002
211 9232 SB1383 Local Assistance Grant Prc	676,404	40,613	251,948	37.2 %	424,455	87,669	336,787
211 9262 CalRecycle - Household Hazardous	60,030	24,204	26,846	44.7 %	33,184	0	33,184
211 9263 Cal Recycle - 2022-23 CCPP	6,767	4,967	6,767	100.0 %	0	0	0
211 9264 Cal Recycle - 2023-24 CCPP	22,262	4,835	6,785	30.5 %	15,477	0	15,477
Total Fund 211 - Grants	822,086	74,619	319,901	38.9 %	502,185	87,669	414,516
<u>Fund 800 - Capital Improvement Projects Fu</u>							
800 9101 Equipment Replacement	2,554,275	64,000	771,497	30.2 %	1,782,778	464,475	1,318,303
800 9105 Concrete Grinding	80,614	0	0	0.0 %	80,614	0	80,614
800 9109 Organics Infrastructure Upgrades	2,500,000	0	1,160,003	46.4 %	1,339,997	1,339,997	0
800 9214 Organics Program Equipment Repl	735,733	167,058	167,058	22.7 %	568,675	0	568,675
800 9322 North County Transfer Station	265,236	15,563	64,556	24.3 %	200,680	91,170	109,509
800 9501 JC LFG System Improvements	415,245	5,624	207,047	49.9 %	208,198	158,614	49,584
800 9505 JC Partial Closure	126,129	0	18,459	14.6 %	107,670	0	107,670

Salinas Valley Solid Waste Authority

Consolidated CIP Expenditure Report

For Period Ending February 28, 2025

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
800 9506 JC Litter Control Barrier	130,625	0	0	0.0 %	130,625	0	130,625
800 9507 JC Corrective Action	250,000	0	0	0.0 %	250,000	0	250,000
800 9521 JC Entrance Facility	177,622	0	28,616	16.1 %	149,007	23,897	125,110
800 9527 JC Module Engineering and Constr	4,088,756	13,747	72,820	1.8 %	4,015,936	0	4,015,936
800 9528 Roadway Improvements	1,514,318	1,735	1,489,422	98.4 %	24,896	0	24,896
800 9601 JR Transfer Station Improvements	277,869	166,581	166,581	59.9 %	111,288	97,981	13,307
Total Fund 800 - Capital Improvement Projec	13,116,423	434,307	4,146,059	31.6 %	8,970,365	2,176,134	6,794,231
Total CIP Expenditures	15,952,709	591,514	5,332,810	33.4 %	10,619,899	2,366,132	8,253,767

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35320	AIR TOXICS LTD JC TO-15 Testing	2/5/2025	592.00	592.00
35321	ALISAL UNION SCHOOL DISTRICT Green Team Grant - Alisal Community School	2/5/2025	350.00	350.00
35322	ASBURY ENVIRONMENTAL SERVICES HHW Hauling & Disposal	2/5/2025	137.00	137.00
35323	AT&T SERVICES INC JC Telephone Service	2/5/2025	61.46	61.46
35324	BRYAN EQUIPMENT JC Equipment Maintenance	2/5/2025	94.94	94.94
35325	CARLON'S FIRE EXTINGUISHER SALES & SERVICE JR Safety Supplies	2/5/2025	105.06	105.06
35326	CESAR ZUÑIGA JC Maintenance Supplies	2/5/2025	394.95	394.95
35327	CSC OF SALINAS/YUMA JR Facility Maintenance	2/5/2025	146.47	146.47
35328	ENRIQUE CARRILLO JR. All Sites Vehicle Maintenance	2/5/2025	7,326.55	7,326.55
35329	FRESNO OXYGEN JC Equipment Maintenance	2/5/2025	360.88	360.88
35330	GEOLOGIC ASSOCIATES, INC. All Sites Groundwater Monitoring	2/5/2025	22,381.63	22,381.63
35331	GOLDEN STATE TRUCK & TRAILER REPAIR All Sites Vehicle Maintenance	2/5/2025	16,372.09	16,372.09
35332	**Void**	2/5/2025	-	-
35333	GONZALES ACE HARDWARE All Sites Facility Supplies	2/5/2025	210.72	210.72
35334	GREEN RUBBER - KENNEDY AG, LP HHW Safety Supplies JC Maintenance Supplies	2/5/2025	254.57 98.00	352.57

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35335	HOME DEPOT JC Organics Facility Maintenance Supplies JC Facility Maintenance Supplies	2/5/2025	111.38 1,576.39	1,687.77
35336	**Void**	2/5/2025	-	-
35337	HYDROTURF, INC JC Maintenance Supplies	2/5/2025	1,028.28	1,028.28
35338	INFINITY STAFFING SERVICES, INC. JC Contract Labor	2/5/2025	1,114.35	1,114.35
35339	KING CITY HARDWARE INC. JR Facility Maintenance	2/5/2025	120.63	120.63
35340	MANDY BROOKS USCC Annual Conference Travel	2/5/2025	47.05	47.05
35341	MCMASTER-CARR SUPPLY COMPANY JC Maintenance Supplies	2/5/2025	217.13	217.13
35342	MISSION LINEN SUPPLY All Sites Uniforms	2/5/2025	479.63	479.63
35343	MONTEREY COUNTY HEALTH DEPARTMENT Quarterly Regional Fee	2/5/2025	33,175.22	33,175.22
35344	ODP BUSINESS SOLUTIONS, LLC All Sites Office Supplies	2/5/2025	1,401.99	1,401.99
35345	PACE ANALYTICAL SERVICES, LLC CH Lab Water Analysis	2/5/2025	118.50	118.50
35346	PITNEY BOWES GLOBAL Adm Postage Mahine Lease	2/5/2025	38.39	38.39
35347	PURE WATER BOTTLING JC Org Water Service	2/5/2025	13.75	13.75
35348	QED ENVIRONMENTAL SYSTEMS INC. JC Maintenance Supplies	2/5/2025	969.41	969.41
35349	QUINN COMPANY JC Equipment Maintenance	2/5/2025	2,316.90	2,316.90

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35350	R.D. OFFUTT COMPANY JC Equipment Maintenance	2/5/2025	61.25	61.25
35351	SAFETEQUIP ML Vehicle Maintenance	2/5/2025	10.38	10.38
35352	SALINAS CITY ELEMENTARY SCHOOL DISTRICT Green Team Grant - Loma Vista Elementary School	2/5/2025	350.00	350.00
35353	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	2/5/2025	22,491.25	22,491.25
35354	THE DON CHAPIN COMPANY, INC. ML Portable Toilets	2/5/2025	465.40	465.40
35355	THE SHERWIN-WILLIAMS CO JC Facility Maintenance	2/5/2025	50.18	50.18
35356	WHITE CAP, LP JR Facility Maintenance	2/5/2025	289.07	289.07
35357	US BANK CORPORATE PAYMENT SYSTEM SWANA: RR Memberships Splashtop: Admin Network Support Boot Barn: JC Safety Supplies Brunt Work Boots: JC Safety Supplies Johnson Associates: HHW Vehicle Maintenance Pour Away: RR School Supplies Perfect Water: CHLF Facility Maintenance Amazon: CHLF Facility Maintenance CMTA: Annual Conference Registration Amazon: LRLF ECS Supplies Constant Contact: RR Public Outreach Filter Water: CH Facility Maintenance AT&T: Finance Internet 4Imprint: All Sites Safety Supplies Full Source: All Sites Safety Supplies AT&T: JC Scale Internet CalChamber: HR Safety Supplies Lieberth Cassidy: HR Training Best Buy: Ops Admin Office Supplies Amazon: JC ECS Supplies US Composting Council: CREF Training Amazon: JC ECS Supplies Lowe's: RR Supplies Amazon: JC Vehicle Maintenance	2/12/2025	285.00 889.00 234.88 187.28 32.72 803.34 212.33 179.01 500.00 34.93 104.00 234.96 43.23 872.69 1,711.70 70.00 465.85 25.00 38.22 1,093.15 19.00 716.53 622.37 150.84	9,526.03

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35358	**Void**	2/12/2025	-	-
35359	**Void**	2/12/2025	-	-
35360	**Void**	2/12/2025	-	-
35361	A & G PUMPING, INC JR & RR Portable Toilet	2/12/2025	480.50	480.50
35362	Agile Occupational Medicine PC Hep B series - CJG	2/12/2025	100.00	100.00
35363	MP EXPRESS 2023-2024 Annual Report	2/12/2025	495.77	495.77
35364	ALESHIRE & WYNDER, LLP Monthly Legal Services	2/12/2025	89.40	89.40
35365	AMERICAN SUPPLY CO. JC Janitorial Supplies	2/12/2025	379.66	379.66
35366	ASBURY ENVIRONMENTAL SERVICES HHW Hauling & Disposal	2/12/2025	137.00	137.00
35367	AT&T LONG DISTANCE Adm Telephone Service	2/12/2025	41.67	41.67
35368	AT&T SERVICES INC HHW Telephone Service	2/12/2025	96.62	96.62
35369	ATLAS ORGANICS CU11, LLC Monthly Organics Processing	2/12/2025	145,436.53	145,436.53
35370	BEST ENVIRONMENTAL LR & JC Air Board Fees	2/12/2025	19,000.00	19,000.00
35371	CDW GOVERNMENT Network Cabling Dell 5430 Rugged Laptop	2/12/2025	80.32 2,843.32	2,923.64
35372	CLARK PEST CONTROL, INC All Sites Exterminator Services	2/12/2025	449.00	449.00

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35373	CLEAN EARTH ENVIRONMENTAL SOLUTIONS, INC. HHW Disposal Services & Supplies	2/12/2025	24,203.54	24,203.54
35374	COAST COUNTIES TRUCK & EQUIPMENT CO. ML Vehicle Maintenance	2/12/2025	711.36	711.36
35375	CORE & MAIN LP JC Improvements	2/12/2025	1,602.24	1,602.24
35376	CUTTING EDGE SUPPLY JC Equipment Maintenance Supplies	2/12/2025	2,280.19	2,280.19
35377	DATAFLOW BUSINESS SYSTEMS INC. Printer Network Support	2/12/2025	22.33	22.33
35378	Duff & Phelps Holdings Corporation Insurance Appraisal	2/12/2025	4,100.00	4,100.00
35379	EAST BAY TIRE CO. JC Equipment Maintenance	2/12/2025	1,268.58	1,268.58
35380	Elevator Service Co. of Central California Inc. Common Area Maintenance	2/12/2025	255.00	255.00
35381	Elkins Earthworks, LLC JC Maintenance Supplies	2/12/2025	106.00	106.00
35382	Fire Rover LLC JR Fire Rover	2/12/2025	81,018.75	81,018.75
35383	FRESNO OXYGEN JC Equipment Maintenance	2/12/2025	307.30	307.30
35384	GOLDEN STATE TRUCK & TRAILER REPAIR All Sites Vehicle & Equipment Maintenance	2/12/2025	6,248.39	6,248.39
35385	**Void**	2/12/2025	-	-
35386	GONZALES ACE HARDWARE All Sites Equipment Maintenance Supplies	2/12/2025	344.84	344.84
35387	GONZALES TIRE & AUTO SUPPLY JC Equipment Maintenance JC Facility Maintenance ML Vehicle Maintenance	2/12/2025	500.04 41.94 161.22	703.20

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35388	**Void**	2/12/2025	-	-
35389	GRAINGER HHW Facility Maintenance	2/12/2025	246.43	246.43
35390	GREEN RUBBER - KENNEDY AG, LP All Sites Facility Maintenance Supplies	2/12/2025	696.63	696.63
35391	ICONIX WATERWORK (US) INC. JC Maintenance Supplies	2/12/2025	12,583.28	12,583.28
35392	INFINITY STAFFING SERVICES, INC. JC Contract Labor	2/12/2025	1,004.77	1,004.77
35393	J R Miller & Associates, Inc. All Sites Engineering Services JR Engineering Services	2/12/2025	562.50 1,735.00	2,297.50
35394	Jose Gil Hernandez Jr. JC Equipment Maintenance ML Vehicle Maintenance	2/12/2025	85.00 85.00	170.00
35395	JT HOSE & FITTINGS JC Equipment Maintenance ML Vehicle Maintenance	2/12/2025	431.54 71.32	502.86
35396	KING CITY HARDWARE INC. JR Facility Maintenance	2/12/2025	50.09	50.09
35397	MISSION LINEN SUPPLY JR Uniforms	2/12/2025	66.00	66.00
35398	MONTEREY AUTO SUPPLY INC HHW Equipment Maintenance ML Vehicle Maintenance	2/12/2025	171.34 14.74	186.08
35399	MONTEREY COUNTY TREASURER/TAX COLLECTOR Annual Property Taxes	2/12/2025	18,185.07	18,185.07
35400	**Void**	2/12/2025	-	-
35401	NEU-SCAPES, INC. RR Facility Maintenance	2/12/2025	200.00	200.00

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35402	ODP BUSINESS SOLUTIONS, LLC HHW & JC Office Supplies JR Office Supplies	2/12/2025	70.23 40.99	111.22
35403	PACIFIC MATERIAL HANDLING SOLUTIONS INC HHW Equipment Maintenance	2/12/2025	29.00	29.00
35404	PENINSULA MESSENGER LLC All Sites Courier Service	2/12/2025	1,147.00	1,147.00
35405	PRECISION ALARMS & AUTOMATION SOLUTIONS, INC HHW Alarm Services	2/12/2025	60.00	60.00
35406	PURE WATER BOTTLING JC Org Water Service	2/12/2025	411.15	411.15
35407	R.D. OFFUTT COMPANY JC Equipment Maintenance	2/12/2025	153.37	153.37
35408	RAMON N VALLEJO Livescan New Hire	2/12/2025	74.00	74.00
35409	REPUBLIC SERVICES #471 Adm Monthly Rent	2/12/2025	96.55	96.55
35410	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	2/12/2025	14,549.60	14,549.60
35411	Southern Counties Oil Co., a CA Limited Partnership JR Fuel	2/12/2025	5,474.65	5,474.65
35412	STURDY OIL COMPANY ML Vehicle Maintenance	2/12/2025	120.00	120.00
35413	TELCO BUSINESS SOLUTIONS Network Support	2/12/2025	245.35	245.35
35414	TIMOTHY G. SCARPA Common Area Maintenance	2/12/2025	480.32	480.32
35415	TRI VALLEY EXCAVATING CO., INC. Jolon Road Paving	2/12/2025	68,414.85	68,414.85
35416	VALERIO VARELA JR JC Org Equipment Maintenance	2/12/2025	900.00	900.00

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35417	VALLEY FABRICATION, INC. JC Facility Maintenance Supplies	2/12/2025	2,408.72	2,408.72
35418	VERIZON CONNECT FLEET USA LLC ML Vehicle Maintenance	2/12/2025	367.95	367.95
35419	ALLIANCE ON AGING, INC. KC Trashion Show	2/20/2025	560.00	560.00
35420	AT&T SERVICES INC Adm Telephone Service	2/20/2025	93.76	93.76
35421	AUTOZONE LLC. JC Equipment Maintenance Supplies	2/20/2025	390.92	390.92
35422	**Void**	2/20/2025	-	-
35423	BLUE STRIKE ENVIRONMENTAL INC RR Consulting Services	2/20/2025	3,753.50	3,753.50
35424	BRYAN EQUIPMENT JC Equipment Maintenance	2/20/2025	623.34	623.34
35425	Category Five Technologies, Inc. Water Refill Stations (Greenfield)	2/20/2025	3,224.05	3,224.05
35426	Salinas Valley Solid Waste Authority CCRMC Contribution	2/20/2025	13,500.00	13,500.00
35427	CITY OF GONZALES Monthly Hosting Fees - MAR	2/20/2025	20,833.33	20,833.33
35428	CLARK PEST CONTROL, INC HHW Exterminator Service	2/20/2025	246.00	246.00
35429	COAST COUNTIES TRUCK & EQUIPMENT CO. ML Vehicle Maintenance	2/20/2025	53.07	53.07
35430	COMCAST HHW Internet Service	2/20/2025	126.83	126.83
35431	DOUGLAS NOLAN School Assembly Program	2/20/2025	6,500.00	6,500.00

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35432	EAST BAY TIRE CO. JC Equipment Maintenance	2/20/2025	1,266.06	1,266.06
35433	EDUARDO ARROYO Concrete Ramp	2/20/2025	4,600.00	4,600.00
35434	ERNEST BELL D. JR All Sites Janitorial Services	2/20/2025	4,240.00	4,240.00
35435	F.A.S.T. SERVICES Monthly Board Interpreting Services	2/20/2025	250.00	250.00
35436	GEOLOGIC ASSOCIATES, INC. Groundwater Monitoring	2/20/2025	21,207.75	21,207.75
35437	GOLDEN STATE TRUCK & TRAILER REPAIR All Sites Vehicle Maintenance	2/20/2025	8,399.73	8,399.73
35438	GONZALES ACE HARDWARE JC Equipment Maintenance	2/20/2025	4.34	4.34
35439	GRAINGER HHW Safety Supplies JC Facility Maintenance	2/20/2025	181.51 -	181.51
35440	GREEN RUBBER - KENNEDY AG, LP CH Maintenance Supplies JR Facility Maintenance LR Facility Maintenance	2/20/2025	51.47 98.81 31.91	182.19
35441	HENLEY PACIFIC SF, LLC HHW Equipment Maintenance	2/20/2025	118.23	118.23
35442	HERC RENTALS INC. JC & RR Equipment	2/20/2025	4,975.31	4,975.31
35443	HOPE SERVICES JC Litter Abatement	2/20/2025	8,193.75	8,193.75
35444	John Anthony Mena Jr. South County Sponsorship	2/20/2025	500.00	500.00
35445	KING CITY HARDWARE INC. JR Facility Maintenance	2/20/2025	259.96	259.96

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35446	MISSION LINEN SUPPLY All Sites Uniforms	2/20/2025	928.10	928.10
35447	NEU-SCAPES, INC. Common Area Maintenance RR Facility Maintenance	2/20/2025	550.00 400.00	950.00
35448	ODP BUSINESS SOLUTIONS, LLC ADM & HHW Office Supplies Adm Office Supplies All Sites Office Supplies	2/20/2025	118.67 431.25 288.22	838.14
35449	OLYMPIC WIRE & EQUIPMENT, INC. Depackager T30 Paddles	2/20/2025	13,521.85	13,521.85
35450	ONE STOP AUTO CARE V&S AUTO CARE, INC HHW Equipment Maintenance Ops Adm Vehicle Maintenance	2/20/2025	724.15 156.12	880.27
35451	PACIFIC CREST ENGINEERING INC JC Consulting Engineering	2/20/2025	2,847.50	2,847.50
35452	PAPE MATERIAL HANDLING, INC JC Equipment Rental	2/20/2025	1,146.34	1,146.34
35453	PROBUILD COMPANY LLC JC Facility Maintenance	2/20/2025	373.53	373.53
35454	PURE WATER BOTTLING Adm Water Service	2/20/2025	56.75	56.75
35455	QUINN COMPANY JC Equipment Maintenance	2/20/2025	1,108.96	1,108.96
35456	R.D. OFFUTT COMPANY JC Equipment Maintenance	2/20/2025	458.16	458.16
35457	Revenue Now Inc. JC Equipment Maintenance	2/20/2025	292.50	292.50
35458	ROBERTO DEL REAL JC Portable Toilet	2/20/2025	2,870.00	2,870.00
35459	S. GRONER ASSOCIATES SGA Marketing Contract	2/20/2025	986.25	986.25

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35460	SAFE HEARING AMERICA, INC. Audiometric onsite testing	2/20/2025	1,993.00	1,993.00
35461	SAFETEQUIP ML Safety Supplies	2/20/2025	71.43	71.43
35462	Salinas Valley Embroidery JC Safety Supplies	2/20/2025	45.00	45.00
35463	SAUL CARDENAS-IBARRA SVR Reel Videography	2/20/2025	800.00	800.00
35464	SCS FIELD SERVICES All Sites Routine Engineering Services	2/20/2025	12,126.77	12,126.77
35465	SHARPS SOLUTIONS, LLC HHW Hauling & Disposal	2/20/2025	500.00	500.00
35466	SOCIAL VOCATIONAL SERVICES, INC. JC Litter Abatement	2/20/2025	4,126.00	4,126.00
35467	SOLID WASTE ASSOCIATION OF NORTH AMERICA SWANA Membership	2/20/2025	285.00	285.00
35468	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	2/20/2025	15,550.69	15,550.69
35469	STERICYCLE, INC Adm Shredding Services	2/20/2025	132.02	132.02
35470	TELCO BUSINESS SOLUTIONS Adm & HHW Internet Service	2/20/2025	629.44	629.44
35471	ULINE, INC. Safety Supplies	2/20/2025	1,302.78	1,302.78
35472	VALERIO VARELA JR JC Equipment Maintenance JC Facility Improvements JR Vehicle Maintenance	2/20/2025	4,900.00 15,300.00 1,000.00	21,200.00
35473	VALLEY FABRICATION, INC. JC Equipment Maintenance	2/20/2025	833.03	833.03
35474	VOSTI'S INC JC Equipment Maintenance	2/20/2025	2,493.64	2,493.64

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35475	**Void**	2/20/2025	-	-
35476	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION All Sites Fuel	2/20/2025	3,328.90	3,328.90
35477	ELIA ZAVALA Reimbursement: Litter Cleanup Supplies	2/20/2025	1,340.77	1,340.77
35478	US BANK CORPORATE PAYMENT SYSTEM Amazon: Litter Cleanup Supplies Amazon: Litter Cleanup Supplies	2/25/2025	786.66 300.96	1,087.62
35479	ALESHIRE & WYNDER, LLP Monthly Legal Services	2/27/2025	1,938.00	1,938.00
35480	BLUE STRIKE ENVIRONMENTAL INC LAGP2 Grant Program Services - Jan 2025 LAGP2 Marketing Project - Dec 2024 LAGP2 Marketing Project - Jan 2025 SB1383 Quarterly Sampling YE Reporting 2024 Q4	2/27/2025	9,604.38 2,700.00 4,185.00 675.00	17,164.38
35481	CALIFORNIA WATER SERVICE All Sites Water Service	2/27/2025	892.63	892.63
35482	COAST COUNTIES TRUCK & EQUIPMENT CO. ML Vehicle Maintenance	2/27/2025	150.18	150.18
35483	CUTTING EDGE SUPPLY JC Equipment Maintenance	2/27/2025	4,756.28	4,756.28
35484	EAST BAY TIRE CO. JC Equipment Maintenance	2/27/2025	539.32	539.32
35485	ERIC GARCIA ML & JR Vehicle Maintenance	2/27/2025	1,360.00	1,360.00
35486	ERNEST BELL D. JR All Sites Janitorial Services	2/27/2025	4,140.00	4,140.00
35487	FRESNO OXYGEN JC Equipment Maintenance	2/27/2025	415.18	415.18
35488	GOLDEN STATE TRUCK & TRAILER REPAIR JC Equipment Maintenance ML Vehicle Maintenance	2/27/2025	46.13 150.10	196.23

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025



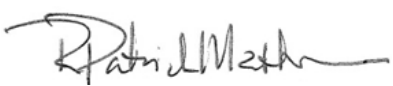
Check #	Name	Check Date	Amount	Check Total
35489	GONZALES ACE HARDWARE JC Facility Maintenance	2/27/2025	149.99	149.99
35490	GRANITE CONSTRUCTION COMPANY JC Facility Maintenance Supplies	2/27/2025	420.20	420.20
35491	GREEN RUBBER - KENNEDY AG, LP JC Facility Maintenance	2/27/2025	97.73	97.73
35492	HERC RENTALS INC. LR Facility Maintenance	2/27/2025	2,235.81	2,235.81
35493	HEXAGON TRANSPORTATION CONSULTANTS, INC. CH Traffic Study	2/27/2025	15,000.00	15,000.00
35494	JT HOSE & FITTINGS JC Equipment Maintenance ML Vehicle Maintenance	2/27/2025	237.05 124.94	361.99
35495	LANDSCAPE MAINTENANCE OF AMERICA RR Litter Abatement	2/27/2025	650.00	650.00
35496	MISSION LINEN SUPPLY All Sites Uniforms	2/27/2025	490.50	490.50
35497	ODP BUSINESS SOLUTIONS, LLC JC Office Supplies	2/27/2025	261.75	261.75
35498	O'REILLY AUTOMOTIVE STORES, INC. JC Vehicle Maintenance ML Vehicle Maintenance	2/27/2025	0.51 96.32	96.83
35499	PACE ANALYTICAL SERVICES, LLC CH Lab Analysis CH Lab Analysis	2/27/2025	19,750.61 1,491.70	21,242.31
35500	PROBUILD COMPANY LLC JC Facility Maintenance	2/27/2025	828.36	828.36
35501	QUINN COMPANY JC Equipment Maintenance	2/27/2025	3,038.65	3,038.65
35502	R.D. OFFUTT COMPANY JC Equipment Maintenance	2/27/2025	0.01	0.01

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
35503	ROBERTO DEL REAL JC Portable Toilet	2/27/2025	1,435.00	1,435.00
35504	S. GRONER ASSOCIATES LAGP Billboard Campaign - Jan 2025	2/27/2025	23,449.07	23,449.07
35505	SALINAS NATIONAL LITTLE LEAGUE Ops Adm Vehicle Maintenance	2/27/2025	700.00	700.00
35506	SCALES UNLIMITED JC & JR Scale Maintenance	2/27/2025	4,890.00	4,890.00
35507	SCS ENGINEERS Methane Rule and Greenhouse Gas Reporting	2/27/2025	1,500.00	1,500.00
35508	SOUTHERN COUNTIES LUBRICANTS LLC All Sites Biodiesel Fuel	2/27/2025	30,975.67	30,975.67
35509	ULINE, INC. Common Area Maintenance	2/27/2025	1,302.78	1,302.78
35510	VALERIO VARELA JR JC Vehicle Maintenance	2/27/2025	2,800.00	2,800.00
35511	VERIZON WIRELESS SERVICES Monthly Internet Service	2/27/2025	190.05	190.05
25-00368-DFT	REPUBLIC SERVICES #471 ML Rent	2/28/2025	17,558.88	17,558.88
25-00370-DFT	INTERMEDIA Email Exchange	2/5/2025	504.00	504.00
25-00371-DFT	PACIFIC GAS AND ELECTRIC COMPANY All Sites CNG Fuel	2/18/2025	927.36	927.36
25-00390-DFT	HOLT OF CALIFORNIA 2020 CAT 918M Wheel Loader	2/21/2025	167,058.14	167,058.14
25-00391-DFT	Pac Auto Group, Inc. 2022 Ford F-250	2/21/2025	64,000.00	64,000.00

Salinas Valley Solid Waste Authority
Checks Issued Report for 2/1/2025 to 2/28/2025

Check #	Name	Check Date	Amount	Check Total
25-00396-DFT	PACIFIC GAS AND ELECTRIC COMPANY All Sites Electrical Services	2/25/2025	23,622.82	
				<u>23,622.82</u>
	Total:			1,165,621.00
	Payroll Disbursements			<u>706,937.94</u>
	Grand Total			<u>1,872,558.94</u>

 <p>Report to the Board of Directors</p>	ITEM NO. 3
	<p></p> <p>Finance and Administration Manager/ Controller/Treasurer</p> <p></p> <p>General Manager/CAO</p> <p style="text-align: center;">N/A</p> <p>General Legal Counsel</p>

Date: April 17, 2025

From: C. Ray Hendricks, Finance and Administration Manager

Title: March 2025 Quarterly Investments Report

RECOMMENDATION

Staff recommends that the Board accepts the March 2025 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.

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, \$36,500,091.08 (93.43%), of the Authority's investment portfolio is invested in the State's Local Agency Investment Fund (LAIF). For the month ended February 28, 2025, the LAIF effective yield was 4.433%. LAIF is invested as part of the State's Pooled Money Investment Account (PMIA) with a total of \$156.8 Billion as of February 28, 2025. The Authority's LAIF investment of \$36,500,091.08 represents .023% of the PMIA. Attached is a summary of the PMIA portfolio as of March 19, 2025.

ATTACHMENT(S)

1. March 31, 2025 Cash and Investments Report
2. March 19, 2025 PMIA Portfolio Composition and Average Monthly Yields

SALINAS VALLEY SOLID WASTE AUTHORITY
Cash and Investments Report
March 31, 2025

Issuer/Investment	Rate	Balance	Maturity	Moody's Rating
Investments Managed by Authority Treasurer:				
Petty Cash	-	\$ 1,400.00	N/A	N/A
General Checking Account	-	19,081.55	Same day	Aa2
Payroll Checking account	-	10,000.00	Same day	Aa2
General Deposit Account	-	1,000.00	Same day	Aa2
Scalehouse Deposit Account	-	36,600.98	Same day	Aa2
FSA Checking Account	-	2,470.22	Same day	Aa2
LAIF	4.313%	36,500,091.08	Same day	N/A
LAIF - FMV Adjustment		(13,382.52)		
Mechanic's Public Money Market Account	4.490%	2,507,754.34	Same day	Aa2
CEPPT Restricted Fund		-		
		\$ 39,065,015.65		

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





PMIA/LAIF Performance Report as of 04/09/25



Quarterly Performance Quarter Ended 12/31/24

LAIF Apportionment Rate ⁽²⁾ :	4.62
LAIF Earnings Ratio ⁽²⁾ :	0.00012664187216722
LAIF Administrative Cost ^{(1)*} :	0.28
LAIF Fair Value Factor ⁽¹⁾ :	0.999621985
PMIA Daily ⁽¹⁾ :	4.40
PMIA Quarter to Date ⁽¹⁾ :	4.48
PMIA Average Life ⁽¹⁾ :	252

PMIA Average Monthly Effective Yields⁽¹⁾

March	4.313
February	4.333
January	4.366
December	4.434
November	4.477
October	4.518

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 2/28/25 \$156.8 billion

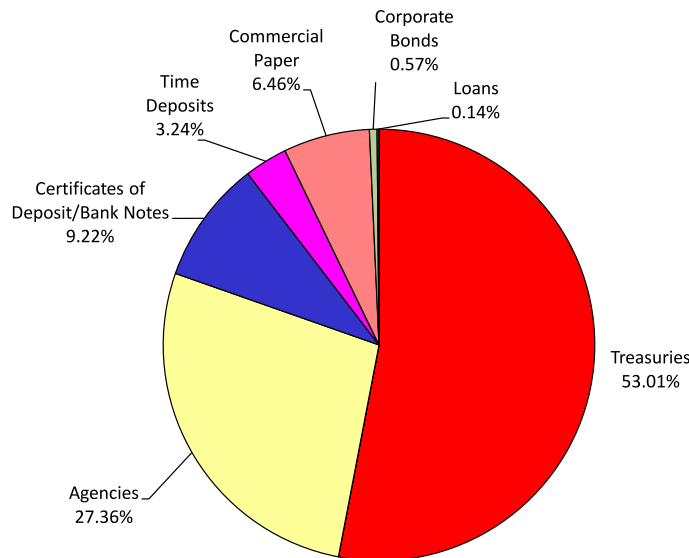


Chart does not include \$1,188,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

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).

*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller



Report to the Board of Directors

Date: April 17, 2025
From: Mandy Brooks, Resource Recovery Manager
Title: Member and Interagency Activities Report for March 2025

ITEM NO. 4

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

This agenda item is in alignment with one of the Board's goals from the 2024 Strategic Planning Priority setting process.

- "High-quality Community Engagement": Continue to deliver the public education strategy.

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 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)

Johnson Canyon Landfill & Composting Facility: The monthly inspection for the Johnson Canyon Landfill and Composting Facility was conducted on March 24. No violations or areas of concern were noted during the inspection.

Jolon Road Transfer Station: The monthly inspection for Jolon Road Transfer Station was also conducted in March with no violations or areas of concern noted during the inspection.

Central Coast Water Quality Control Board

In October 2013, the Authority obtained a Water Quality Certification for dredging work at the Crazy Horse Landfill stormwater detention basin area. The work continued for the next five years, after which a final report was submitted. The Water Board found that the mitigation requirements were not adequate, and the Authority was required to propose and install additional measures including the planting of 41 willow trees that required watering and monitoring. This work has now been completed and on March 6, 2025, the Authority submitted a Request for Notice of Project Complete for the Crazy Horse Sanitary

Landfill Closure Project (Certification WDID No. 32713WQ04). On April 1, 2025, the Water Board determined that the requirements of the Water Quality Certification were met and the Certification was closed.

Gonzales Clothing Closet

- The Clothing Closet continues to be open Tuesdays & Wednesdays from 2pm - 4pm and Thursdays from 1pm - 3pm at the Mission Annex located on 4th and Day Streets.

Q1 CY 2025	# Volunteers	Hours	# Clothing Items Dist.	# Families Served	# Family Members
Jan	4	96	800	52	219
Feb	5	137	1,056	53	243
March	4	125.5	1,106	63	256
Q1 2025 TOTALS	4.3 (avg)	358.5	2,962	168	718

Cleanup Events

The 2025 hauler community cleanup schedule for all member agencies areas are included in the event list below. No cleanup events were scheduled in March. The first cleanup events begin in April.

FY 2024-25 Current & Future Events with SVR Staff Participation

- Gonzales: Tire Amnesty Collection Event April 5 – May 31, JCLF**
- 04/09/25 Recycling Presentations, 2nd Grade La Gloria Elementary School
 - 04/22/25 School Tour, Madona del Saso School, Ed Center Garden
 - 04/29/25 School Tour, Mt. Toro School, Ed Center Garden
 - 05/07/25 School Tour, Calabasas School, Ed Center Garden
 - 05/09/25 School Tour, La Gloria Class, Ed Center Garden
 - 05/12/25 School Tour, Los Padres Elementary School, Ed Center Garden
 - 05/17/25 Composting Workshop & Giveaway, Ed Center Garden
 - 05/19/25 School Tour, La Gloria Class, Ed Center Garden
 - 05/30/25 School Tour, Monterey Park Elementary School, Ed Center Grdn
 - 06/05/25 Compost Facility Tour, CA Association of Compost Producers
 - 06/28/25 Cleanup Event & ABOP Collection, La Gloria Elementary School
 - 08/06/25 Tour for CRRA Conference, JCLF & Ed Center
 - 10/18/25 Cleanup Event & ABOP Collection, La Gloria Elementary School
- Greenfield:**
- 04/05/25 Cleanup Event & ABOP Collection, Public Works Yard
 - 09/06/25 Cleanup Event & ABOP Collection, Public Works Yard
- King City: Tire Amnesty Collection Event April 5 – May 31, Jolon Rd Transfer Station**
- 04/12/25 Cleanup Event & ABOP Collection, SV Fairgrounds
 - 06/21/25 Cleanup Event & HHW Collection, SV Fairgrounds
 - 06/28/25 Composting Workshop & Giveaway, SV Fairgrounds
 - 11/01/25 Cleanup Event & ABOP Collection, SV Fairgrounds
- Salinas:**
- 04/12/25 Compost Workshop, Natividad Creek Park Garden
 - 04/16/25 Composting Presentation, Laurel Wood School
 - 04/23/25 Composting Presentation, Earth Day Cel., Kammann School
 - 04/26/25 Booth at Amor Salinas Earth Day Celebration, Sherwood Hall

05/17/25	District 1 Cleanup Event
06/21/25	District 6 Cleanup Event
08/16/25	District 3 Cleanup Event
09/27/25	District 2 Cleanup Event
10/11/25	District 4 Cleanup Event
11/08/25	District 5 Cleanup Event

Soledad: 05/31/25 Cleanup Event & ABOP Collection, Soledad High School
09/27/25 Cleanup Event & ABOP Collection, Soledad High School

Mo County: Tire Amnesty Collection Event April 5 – May 31, Madison Lane Recycling Ctr.

04/10/25	Booth at Community Resource Fair, San Ardo
04/18/25	Booth at Community Resource Fair, Chualar
04/26/25	Lockwood/San Lucas Cleanup Event, Lockwood School
04/27/25	Composting Workshop, Aromas Earth Day Event, Aromas Park
06/07/25	Aromas Cleanup & ABOP Collection, 300 Aromas Rd
08/06/25	San Ardo Cleanup & ABOP Collection, Main St & Jolon Rd
08/20/25	Recycling Presentation, Prunedale Grange Hall
09/13/25	Prunedale Cleanup & ABOP Collection, Grange Parking Lot
11/08/25	Pajaro Cleanup & ABOP Collection, 499 Salinas Rd

BACKGROUND

The monthly Interagency Activities Report was established in 2014 to increase public access, involvement, and awareness of Salinas Valley Recycles activities, and keeps the Board apprised of communications with member agencies and regulators. 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 hauler cleanups occurring in each member agency's service area.

ATTACHMENT(S) None



Report to the Board of Directors

ITEM NO. 5

Finance and Administration Manager/
Controller/Treasurer

General Manager/CAO

R. Santos by E.T.

Authority General Counsel

Date: April 17, 2025
From: C. Ray Hendricks, Finance and Administration Manager
Title: A Resolution Establishing the Investment Policy

RECOMMENDATION

The Executive Committee recommends adoption of the resolution to the Board.

STRATEGIC PLAN RELATIONSHIP

The recommended action is routine in nature.

FISCAL IMPACT

Investment returns have increased substantially during the past year, due to the higher returns available. Conservative practices should net the Authority modest returns while keeping the principal safe and ensuring liquidity.

DISCUSSION & ANALYSIS

The investment policy has no changes from the current policy. The Investment Policy allows investment in all investment vehicles permitted by State law. However, in actual practice, the funds managed by the Treasurer have historically been mainly invested in the Local Agency Investment Fund (LAIF). At the end of February 2025, LAIF was yielding 4.333%.

BACKGROUND

In order to properly handle the Authority's investments, the Board is asked to adopt the attached Investment Policy. California Government Code Section 53646(a) (2) states that the treasurer or chief fiscal officer of a local agency may render annually to the legislative body of the local agency an investment policy, which the legislative body shall consider at a public meeting. State law further requires the Treasurer or Chief Financial Officer to submit detailed information on all securities, investments, and monies of the Authority on a quarterly basis. The next report is due in August 2025.

ATTACHMENT(S)

1. Resolution
2. Investment Policy

RESOLUTION NO. 2025 -

**A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY
ESTABLISHING THE INVESTMENT POLICY**

WHEREAS the legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 5921 and 53630 et seq.; and

WHEREAS the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern and has passed legislation to restrict permissible investments and promote oversight procedures; and

WHEREAS it is necessary to establish the policy and guidelines for the Authority to invest public funds in a manner which will provide a high level of safety and security of principal; and

WHEREAS the Finance and Administration Manager/Treasurer/Controller of Salinas Valley Solid Waste Authority shall annually prepare and submit a statement of investment policy and any changes thereto, shall be considered by the legislative body at a public meeting; and

WHEREAS the Authority's Investment Policy has been developed and presented to this Board on April 17, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Salinas Valley Solid Waste Authority that it does hereby adopt the attached Investment Policy, marked "Exhibit A," and authorizes and directs the Finance Manager/Treasurer to use said Policy in the investment of Authority funds.

PASSED AND ADOPTED by the Board of Directors of the Salinas Valley Solid Waste Authority at the regular meeting duly held on the 17th day of April 2025 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Elizabeth Silva, President

ATTEST:

APPROVED AS TO FORM:

Erika J. Trujillo, Clerk of the Board

Roy C. Santos, Authority General Counsel

Exhibit A

SALINAS VALLEY SOLID WASTE AUTHORITY INVESTMENT POLICY

PURPOSE

The purpose of this document is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment process and to organize and formalize investment-related activities. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The goal is to enhance the economic status of the Authority while protecting its invested cash.

The investment policies and practices of the Salinas Valley Solid Waste Authority are based on state law and prudent money management. All funds will be invested in accordance with the Authority's Investment Policy and the authority governing investments for local governments as set forth in the California Government Code, Sections 53601 through 53686. The provisions of relevant bond documents restrict the investments of bond proceeds.

OBJECTIVE

The Authority has a fiduciary responsibility to maximize the productive use of all the assets entrusted to its care and to invest and wisely and prudently manage those public funds. As such, the Authority shall strive to maintain the level of investment of all idle funds as near 100% as possible through daily and projected cash flow determinations, investing in those investment vehicles deemed prudent and allowable under current legislation of the State of California and the ordinances and resolutions of the Salinas Valley Solid Waste Authority.

SCOPE

It is intended that this policy cover all funds and investment activities of the Salinas Valley Solid Waste Authority. This investment policy applies to all Authority transactions involving the financial assets and related activity of all funds. Any additional funds that may be created from time to time shall also be administered with the provisions of this policy and comply with current State Government Code.

The Authority will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies regarding investment pricing, safekeeping, and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

AUTHORIZATION

The Board of Directors has delegated investment authority to the Finance Manager/Treasurer. This delegation is further authorized by Section 53600, et seq. of the Government Code of the State of California, which specifies the various permissible investment vehicles, collateralization levels, portfolio limits, and reporting requirements.

GUIDELINES

Government Code Section 53600.5 states: "When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, the primary objective of the trustee shall be to safeguard the principal of funds under its control. The secondary objective shall be to meet the liquidity needs of the depositor. The third objective shall be to achieve a return on the funds under its control."

Simply stated, *safety of principal* is the foremost objective, followed by *liquidity* and *return on investment* (known as yield). Each investment transaction shall seek to first ensure that capital losses are avoided, whether they are from market erosion or security defaults.

1. Government Code Section 53601 authorizes the following investment vehicles:

<u>Permitted Investments/Deposits</u>	<u>Maximum Percentages of Portfolio</u>	<u>Maximum Maturity</u>	<u>Minimum Quality Requirements</u>
U.S. Treasury Obligations	Unlimited	5 Years*	None
U.S. Agencies Obligations ^(a)	Unlimited	5 Years*	None
Non-Negotiable Certificates of Deposit	Unlimited	5 Years*	None
Negotiable Certificates of Deposit	30%	5 Years*	None
Bankers Acceptances	40% ^(b)	180 Days	None
Commercial Paper	25% ^(c)	270 Days	A-1/P-1/F-1
L.A.I.F.	\$75 Million ^(d)	N/A	None
CalTRUST Investment Pool ^(e)	Unlimited	N/A	None
Repurchase Agreements Reverse Repurchase Agreements	Unlimited 20%	1 Year 92 Days	None
Mutual Funds and Money Market Mutual Funds	20%	N/A	Multiple ^(f,g)
Medium Term Notes ^(h)	30%	5 Years*	"A" rating

* Maximum term unless expressly authorized by Governing Body and within the prescribed time frame for said approval

- a) Includes U.S. Government Sponsored Enterprise Obligations
- b) No more than 30 percent of the agency's money may be in Bankers' Acceptances of any one commercial bank.
- c) 10 percent of the outstanding commercial paper of any single corporate issuer.
- d) Limit set by LAIF Governing Board, not the Government Code.
- e) Investment Trust of California dba CalTRUST

- f) A mutual fund must receive the highest ranking by not less than two nationally recognized rating agencies or the fund must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years of experience investing in instruments authorized by Government Code sections 53601 and 53635.
- g) A money market mutual fund must receive the highest ranking by not less than two nationally recognized statistical rating organizations or retain an investment advisor registered with the SEC or exempt from registration and who has not less than five years of experience investing in money market instruments with assets under management in excess of \$500 million.
- h) "Medium-term notes" are defined in Government Code Section 53601 as "all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating with the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S."

2. Criteria for selecting investments, and the order of priority, are:

A. Safety

The safety and risk associated with an investment refers to the potential loss of principal, interest, or a combination of these amounts. Investments of the Salinas Valley Solid Waste Authority shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio. The Authority only invests in those instruments that are considered very safe.

B. Liquidity

This refers to the ability to "cash in" at any moment with a minimal chance of losing some portion of principal or interest. Liquidity is an important investment quality especially when the unexpected need for funds occurs. The Salinas Valley Solid Waste Authority investment portfolio will remain sufficiently liquid to enable the Authority to meet all operating requirements, which might be reasonably anticipated. It is the Authority's full intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal dollars.

C. Yield

Yield is the potential dollar earnings an investment can provide, and sometimes is described as the rate of return. The Salinas Valley Solid Waste Authority investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, considering the Authority's investment risk constraints and the cash flow characteristics of the portfolio.

3. An amount of money deemed sufficient to meet one payroll and two weeks claims shall be maintained in highly liquid investment vehicles such as the State Local Agency Investment Fund, or other similar investment instrument.

4. The Authority will attempt to obtain the highest yield obtainable when selecting investments, provided that criteria for safety and liquidity are met. Ordinarily, through a positive yield curve, (i.e., longer term investment rates are higher than those of shorter maturities), the Authority attempts to ladder its maturities to meet anticipated cash maturities that carry a higher rate than is available in the extremely short market of 30 days or less.
5. Most investments are highly liquid, except for certificates of deposit held by banks and savings and loans. Investments in Certificate of Deposit shall be fully insured or collateralized. When insurance is pledged, it shall be through the FDIC. Collateralization shall be in the amount of 110% of principal when government securities are pledged or 150% of principal when backed by first deeds of trust. Maturities are selected to anticipate cash needs, thereby obviating the need for forced liquidation.
6. When investing in Bankers Acceptances, Treasury Bills and Notes, Government Agency Securities and Commercial Paper, securities for these investments shall be conducted on a delivery-versus-payment basis. Securities are held by a third-party custodian designated by the Treasurer and evidenced by safekeeping receipts when such delivery directly to the Authority would be impractical.
7. Except for Treasury Notes and other government Agency Issues, the maturity of any given investment shall not exceed 1 year.
8. Bond Proceeds shall include any notes, bonds or other instruments issued on behalf of the Salinas Valley Solid Waste Authority for which the members of the Board of Directors serve as the governing body. Should the Salinas Valley Solid Waste Authority elect to issue bonds for any purpose, the Indenture of Trust shall be the governing document specifying allowable investments for the proceeds of the issue as prescribed by law.
9. Investment income shall be shared by all funds on a proportionate ratio of each funds balance to total pooled cash with investment income distributed accordingly on a quarterly basis.
10. Investments in any other vehicle like Repurchase and Reverse Repurchase Agreements shall not be authorized unless the investment is made through the pooled money portfolio of the Local Agency Investment Fund.
11. The Treasurer shall annually render to the Board of Directors for consideration at a public meeting, a statement of investment policy. The Treasurer will also render an investment report to the Board of Directors at the first regular Board Meeting occurring after the end of each calendar quarter. The quarterly report shall include type of investment, issuer, date of maturity, par and dollar amount invested on all securities, investments and monies held by the Salinas Valley Solid Waste Authority. The report shall state compliance with the investment policy or way the portfolio is not in compliance. It shall also include a statement denoting the ability to meet the Authority's expenditure requirement for the next six months or provide an explanation as to why sufficient money shall, or may, not be available.

12. Any State of California legislative action, that further restricts allowable maturities, investment type or percentage allocations, will be incorporated into the Salinas Valley Solid Waste Authority Investment Policy and supersede all previous language.
13. Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or that could impair their ability to make impartial decisions.

The basic premises underlying the Authority's investment philosophy are, and will continue to be, to safeguard principal, to meet the liquidity needs of the organization and to return an acceptable yield.



Report to the Board of Directors

ITEM NO. 6

Finance and Administration Manager,
Controller/Treasurer

General Manager/CAO

R. Santos by E.T.

Authority General Counsel

Date: April 17, 2025
From: C. Ray Hendricks, Finance and Administration Manager
Title: A Resolution Adopting the Revised Financial Policies

RECOMMENDATION

The Executive Committee recommends adoption of the resolution.

STRATEGIC PLAN RELATIONSHIP

This agenda item supports the Authority's Strategic Plan Priority for Financial Sustainability. Increasing the Operating Reserve to 25% provides added protection for the Authority and its ratepayers in the event of a significant operating cost event or economic recession.

FISCAL IMPACT

This item has no immediate fiscal impact, but it provides the policies used to better manage Authority funds by setting aside funding on an annual basis to reduce future dependency on debt for capital needs and to prepare for emergencies and future recessions.

DISCUSSION & ANALYSIS

Current standards recommend having between three (25%) and six (50%) months of operating reserves. During the 2024 Financial Policy Review, staff recommended increasing the Operating Reserve goal to 20% with the expectation that a second increase to 25% would be brought to the Board for approval once the initial goal of 20% had been funded. After further consideration, staff would like to increase the goal to 25% (3 months). This will ensure that the financial policies contain an adequate long term reserve goal. At the amount funded in 2024, it would take 7-8 years to fully fund the reserve goal.

There are no other changes to the policies.

BACKGROUND

In order to ensure that the policies remain consistent with current practices and generally accepted accounting principles, staff has committed to reviewing the financial policies annually and present any recommended changes to the Board for approval. The policies were last approved on May 16, 2024. Changes approved included increasing the Operating Reserve Goal to 20%, changes to the Closure and Post-Closure funding requirements, and updates to how leases are recorded.

ATTACHMENT(S)

1. Resolution
2. Red-lined changes to Financial Policies
3. Financial Policies

RESOLUTION NO. 2025 –

**A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY
ADOPTING THE REVISED FINANCIAL POLICIES**

WHEREAS, the Board of Directors of the Salinas Valley Solid Waste Authority last approved the financial policies by adoption of Resolution No. 2022-21 on May 19, 2022; and,

WHEREAS, a recent review of the policies found that updates to the generally accepted accounting principles recently approved by the Government Accounting Standards Board need to be reflected in the policy; and,

WHEREAS, maintaining a fully funded post-closure fund for Johnson Canyon Landfill has been a priority of the agency; and,

WHEREAS, the Authority strives to promote transparency in its fiscal affairs and fiscal accountability; and,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Salinas Valley Solid Waste Authority, that the Financial Policies attached hereto as Exhibit "A" are hereby approved and adopted.

PASSED AND ADOPTED by the Board of Directors of the Salinas Valley Solid Waste Authority at a regular meeting duly held on the 17th day of April 2025, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Elizabeth Silva, President

ATTEST:

APPROVED AS TO FORM:

Erika J. Trujillo, Clerk of the Board

Roy C. Santos, Authority General Counsel

Salinas Valley Solid Waste Authority
Financial Policies

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Salinas Valley Solid Waste Authority
Financial Policies

SUMMARY

The Salinas Valley Solid Waste Authority (Authority) Board of Directors recognizes their fiduciary responsibility by virtue of their appointment to the Board. In an effort to promote transparency in the fiscal affairs of the Authority and to promote fiscal accountability, it hereby adopts the following financial policies to guide the Authority's finances:

1. Revenues: The Authority will maintain a revenue system that will ensure a reliable, equitable, and predictable revenue stream to support Authority services.
2. Expenditures: The Authority shall assure fiscal stability and the effective and efficient delivery of services, through the identification of necessary services, establishment of appropriate service levels, and careful administration of the expenditure of available resources.
3. Fund Balance/Reserves: The Authority shall maintain a fund balance at a level sufficient to protect the Authority's creditworthiness as well as its financial position from unforeseeable occurrences or emergencies.
4. Capital Expenditures and Improvements: The Authority shall annually review the state of its capital assets, setting priorities for its replacement and renovation based on needs, funding, alternatives, and availability of resources.
5. Debt: The Authority shall utilize debt financing only to provide needed capital equipment and improvements while minimizing the impact of debt payments on current revenues.
6. Investments: The Authority's cash will be invested in such a manner that ensures the absolute safety of principal and interest, meet the liquidity needs of the Authority, and achieve the highest possible yield.
7. Grants: The Authority shall seek, apply for, and effectively administer federal, state, and foundation grants that address the Authority's current priorities and policy objectives.
8. Closure Funding: The Authority shall properly fund all closure and post-closure costs in accordance with California Department of Resources Recycling and Recovery (CalRecycle) requirements.
9. Fiscal Monitoring: Authority staff shall prepare and present to the Board regular reports that analyze, evaluate, and forecast the Authority's financial performance and economic condition.

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10. Accounting, Auditing and Financial Reporting: The Authority's accounting, auditing, and financial reporting shall comply with prevailing local, state, and federal regulations, as well as current professional principles and practices as promulgated by authoritative bodies.
11. Internal Controls: The Authority shall establish and maintain an internal control structure designed to provide reasonable assurance that Authority assets are safeguarded and that the possibilities for material errors in the Authority's financial records are minimized.
12. Operating Budget: The Authority's operating budget will implement the policy decisions of the Board. It will provide a clear picture of the Authority's resources and their use.
13. Capital Assets: The Authority will capitalize all capital assets in accordance with Generally Accepted Accounting Principles to maintain proper control of all capital assets.

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REVENUES

The Authority will maintain a revenue system that will assure a reliable, equitable, predictable revenue stream to support Authority services.

A. User Fees

The Authority shall establish and collect fees to recover the cost of handling specific items that benefit only specific users. The Authority Board shall determine the appropriate cost recovery level and establish the fees. Where feasible and desirable, the Authority shall seek to recover full direct and indirect costs. User fees shall be reviewed on a regular basis to calculate their full cost recovery levels, compare them to the current fee structure, and to recommend adjustments where necessary.

B. Tipping Fees

Tipping fees shall be set at levels sufficient to cover operating expenditures, meet debt obligations, provide funding for ongoing capital improvements, and provide adequate levels of working capital. Tipping Fees are not expected to cover depreciation or depletion.

C. One Time Revenues

One-time revenues shall be used only for one-time expenditures.

D. Revenue Estimates

The Authority shall use a conservative, objective, and analytical approach when preparing revenue estimates. The process shall include analysis of probable economic changes and their impacts on revenues, historical collection rates, and trends in revenues. This approach should reduce the likelihood of actual revenues falling short of budget estimates during the year and thus avoid mid-year service reductions.

E. Revenue Collection and Administration

The Authority shall pursue to the full extent allowed by state law all delinquent ratepayers and overdue payments to the Authority. Since revenue should not exceed the cost of producing it, the Authority shall strive to control and reduce administrative collection costs.

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EXPENDITURES

The Authority shall assure fiscal stability and the effective and efficient delivery of services, through the identification of necessary services, establishment of appropriate service levels, and careful administration of the expenditure of available resources.

A. Current Funding Basis

The Authority shall operate on a current funding basis. Expenditures shall be budgeted and controlled to not exceed current revenues.

B. Avoidance of Operating Deficits

The Authority shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue estimates are such that an operating deficit (i.e., projected expenditures in excess of projected revenues) is projected at year-end. Corrective actions can include a hiring freeze, expenditure reductions, fee increases, or use of fund balance within the Fund Balance/Reserves Policy. Expenditure deferrals into the following fiscal year, short-term loans, or use of one-time revenue sources shall be avoided to balance the budget.

C. Maintenance of Capital Assets

Within the resources available each fiscal year, the Authority shall maintain capital assets and infrastructure at a sufficient level to protect the Authority's investment, to minimize future replacement and maintenance costs, and to continue current service levels.

D. Periodic Program Reviews

The General Manager shall undertake periodic staff and third-party reviews of Authority programs for both efficiency and effectiveness. Privatization and contracting with other governmental agencies will be evaluated as alternative approaches for service delivery. Programs which are determined to be inefficient and/or ineffective shall be reduced in scope or eliminated.

E. Purchasing

The Authority shall make every effort to maximize any discounts offered by creditors/vendors. Staff shall use competitive bidding whenever possible to attain the best possible price on goods and services.

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FUND BALANCE/RESERVES

The Authority shall maintain a fund balance at a level sufficient to protect the Authority's creditworthiness as well as its financial position from unforeseeable emergencies.

A. Funding the Reserves

After completion of the annual audit, any undesignated cash balance will be first used to pay down any Unfunded Actuarial Liability to the CalPERS retirement accounts. Remaining funds shall be allocated to reserves using the following methodology:

1. Operating Reserve (20%)
2. Capital Projects Reserve (60%)
3. Environmental Impairment Reserve (20%)

Any allocation outside of the prescribed methodology or transfers between reserves must be approved by the Board.

B. Operating Reserve

The Authority shall strive to maintain an Operating Reserve equal to twenty percent (~~20%~~25%) of the current year's operating expenditure budget in order to provide sufficient reserves for unforeseen occurrences and revenue shortfalls. Operating expenditures, for reserve purposes, is defined as the total budget less capital project expenditures.

❖ Use of Operating Reserve

The Operating Reserve shall be used only for its designated purpose: Emergencies, non-recurring expenditures, or major capital purchases that cannot be accommodated through current year revenues. Should such use reduce the balance below the appropriate level set as the objective, restoration recommendations will accompany the decision to utilize said reserve.

C. Capital Projects Reserve

Due to the capital-intensive nature of the Authority's landfill operations the Authority will develop a Capital Projects Reserve for the purpose of funding future capital projects and replacement of existing capital infrastructure in accordance with the Capital Improvements Financial Policies. The target amount of the reserve will be based on the average annual capital needs of the Authority.

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D. Environmental Impairment Reserve

Due to the potential release of contaminants that exists with all Municipal Solid Waste landfills, the Authority will fund an Environmental Impairment Reserve for the purpose of responding to a release in a timely manner. The funds can also be used for mitigation or corrective action measures required by CalRecycle. It is highly unlikely that all sites would need corrective action at the same time. Therefore, the funding goal is the Capital Improvement costs at the highest of the sites.

E. Annual Review of Reserves

As part of the annual budget process, the Authority will review the target amount and the status of each of the reserves. This will be considered as part of the budget development. The goal is to reach the Operating and Environmental Impairment Reserve amounts within a five-year period but in no case later than 10 years.

CAPITAL EXPENDITURES AND IMPROVEMENTS

The Authority shall annually review the state of its capital assets, setting priorities for their replacement and renovation based on needs, funding, alternatives, and availability of resources.

A. Capital Improvement Plan

The Authority shall prepare a 10-Year Capital Improvement Plan (CIP) which will detail the Authority's capital needs. The CIP plan will be reviewed every year while discussions of the operating budget take place. The CAO will develop guidelines for what projects to include in the CIP budget. All projects, ongoing and proposed, shall be prioritized based on an analysis of current needs and resource availability. For every capital project, all operation, maintenance, and replacement costs shall be fully disclosed. The CIP budget will be in conformance with and support the Authority's major planning documents and 3-year Strategic Plans.

B. Capital Improvement Budget

The CIP plan will be the basis for which projects will be included in the following year's budget. Appropriations will be approved annually using the following criteria:

1. The needs identified in the Authority's planning documents.
2. Cost/benefit analysis identifying all economic or financial impacts of the project.
3. Identification of available funding resources.

CIP funding will be based on the following priorities:

1. Projects that comply with regulatory requirements.
2. Projects that maintain health and safety standards.
3. Projects that maintain and preserve existing facilities.
4. Projects that replace existing facilities which can no longer be maintained.
5. Projects that improve operations.

C. Capital Expenditure Financing

Projects will be financed using the following preferred order:

1. Use of current revenues.
2. Use of the Capital Projects Reserve.
3. Borrow money through debt issuance.

Debt financing includes revenue bonds, certificates of obligation, lease/purchase agreements, and other obligations permitted to be issued or incurred under California law. Guidelines for assuming debt are set forth in the Debt Policy Statements.

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D. Capital Projects Reserve Fund

A Capital Projects Reserve Fund shall be established and maintained to accumulate funds transferred from the undesignated fund balance. This fund shall only be used to pay for non-routine and one-time capital expenditures such as land and building purchases or construction and maintenance projects with a 10-year life. Expenditures from this Fund shall be aimed at protecting the health and safety of residents, employees, and the environment, and protecting the existing assets of the Authority.

E. Capital Projects Management

The Authority will fund and manage its capital projects in a phased approach. The project phases will become a framework for appropriate decision points and reporting. The phasing will consist of:

1. Conceptual/Schematic Proposal
2. Preliminary Design and Cost Estimate
3. Engineering and Final Design
4. Bid Administration
5. Acquisition and Construction
6. Project Closeout

Each project will have a project manager who will prepare the project proposal, ensure that required phases are completed on schedule, authorize all project expenditures, ensure that all regulations and laws are observed, periodically report project status and track project expenditures.

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DEBT

The Authority shall utilize debt financing only to provide needed capital equipment and improvements while minimizing the impact of debt payments on current revenues.

A. Use of Debt Financing

The issuance of long-term debt will be only for the acquisition of land, capital improvements, or equipment.

Debt financing is not considered appropriate for current operations, maintenance expenses, or for any recurring purposes.

B. Conditions for Debt Issuance

The Authority may use long-term debt to finance major equipment acquisition or capital projects only if it is established through a cost/benefit analysis that the financial and community benefits of the financing exceed the financing costs. Benefits would include, but not be limited to, the following:

1. Present value benefit: The current cost plus the financing cost is less than the future cost of the project.
2. Maintenance value benefit: The financing cost is less than the maintenance cost of deferring the project.
3. Equity benefit: Financing provides a method of spreading the cost of a facility back to the users of the facility over time.
4. Community benefit: Debt financing of the project enables the Authority to meet an immediate community need.

Debt financing will be used only when project revenues or other identified revenue sources are sufficient to service the debt.

C. Debt Structure

The Authority's preference is to issue fixed-rate, long-term debt with level debt service, but variable rate debt or other debt service structure may be considered if an economic advantage is identified for a particular project.

Bond proceeds, for debt service, will be held by an independent bank acting as trustee or paying agent.

The Authority's minimum bond rating objective for all debt issues is a Moody's and Standard & Poor's rating of A (upper medium grade). Credit enhancements will be used to achieve higher ratings when there is an economic benefit.

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The Authority may retain the following contract advisors for the issuance of debt:

1. Financial Advisor - To be selected, when appropriate, by negotiation to provide financial analysis and advice related to the feasibility and structure of the proposed debt.
2. Bond Counsel - To be selected by negotiation for each debt issue.
3. Underwriters - To be selected by negotiation or competitive bid for each bond issue based upon the proposed structure for each issue.

D. Call Provisions

Call provisions for bond issues shall be made as short as possible consistent with the lowest interest cost to the Authority. When possible, all bonds shall be callable only at par.

E. Debt Refunding

Authority staff and the financial advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. As a general rule, the present value savings of a particular refunding should exceed 3.5% of the refunded maturities.

F. Interest Earnings

Interest earnings received on the investment of bond proceeds shall be used to assist in paying the interest due on bond issues, to the extent permitted by law.

G. Lease/Purchase Agreements

Over the lifetime of a lease, the total cost to the Authority will generally be higher than purchasing the asset outright. As a result, the use of lease/purchase agreements and certificates of participation in the acquisition of vehicles, equipment and other capital assets shall generally be avoided, particularly if smaller quantities of the capital asset(s) can be purchased on a "pay-as-you-go" basis.

H. Post Issuance Administration / Internal Control

❖ Investment of Proceeds

The proceeds of bond sales will be invested until used for the intended project(s) to maximize utilization of the public funds. The investments will be made to obtain the highest level of 1) safety, 2) liquidity, and 3) yield, and may be held as cash. The Authority's investment guidelines and bond indentures will govern objectives and criteria for investment of bond proceeds. The Finance and Administration Manager will oversee the investment of bond proceeds in a manner to avoid, if possible, and minimize any potential negative arbitrage over the life of the bond issuance, while complying with arbitrage and tax provisions.

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❖ Use of Proceeds

Bond proceeds will be deposited and recorded in separate accounts to ensure that funds are not comingled with other Authority funds. To ensure proceeds from bond sales are used in accordance with legal requirements, all invoices will be submitted to the Finance and Administration Manager for approval prior to payment. The Finance and Administration Manager will be tasked with monitoring the expenditure of bond proceeds to ensure that they are used only for the purpose and authority for which the bonds were issued and exercising best efforts to spend bond proceeds in such a manner that the Authority will meet one of the spend-down exemptions from arbitrage rebate. Tax-exempt bonds will not be issued unless it can be demonstrated that 85% of the proceeds can reasonably be expected to be expended within the three-year temporary period.

❖ Arbitrage Compliance

The use of bond proceeds and their investments must be monitored to ensure compliance with all Internal Revenue Code Arbitrage Rebate Requirements. The Finance and Administration Manager shall ensure that all bond proceeds and investments are tracked in a manner which facilitates accurate calculation; and, if a rebate payment is due, such payment is made in a timely manner.

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INVESTMENTS

The Authority's cash will be invested in such a manner to ensure the absolute safety of principal and interest, meet the liquidity needs of the Authority, and achieve the highest possible yield after meeting the first two requirements.

A. Investment Policy

The Authority Treasurer is both authorized and required to promulgate a written Statement of Investment Policy which shall be presented to the Board annually.

B. Interest Earnings

Interest earned from investments shall be distributed to the operating funds from which the money was provided, with the exception that interest earnings received on the investment of bond proceeds shall be attributed and allocated to those debt service funds responsible for paying the principal and interest due on the bond issue.

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GRANTS

The Authority shall seek, apply for, and effectively administer federal, state and foundation grants-in-aid that address the Authority's current priorities and policy objectives.

A. Grant Guidelines

The Authority shall apply, and facilitate the application for others, only for grants that are consistent with the objectives and high priority needs previously identified by the Board. The potential for incurring ongoing costs, to include the assumption of support for grant-funded positions from local revenues, will be considered prior to applying for a grant.

B. Indirect Costs

The Authority shall recover full indirect costs unless the funding agency does not permit it. The Authority may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.

C. Grant Review

All grant submittals shall be reviewed for their cash match requirements, their potential impact on the operating budget, and the extent to which they meet the Authority's policy objectives. Departments shall seek Board approval prior to submission of a grant application. Should time constraints under the grant program make this impossible, the department shall obtain approval to submit an application from the CAO and then, at the earliest feasible time, seek formal Board approval. If there are cash match requirements, the source of funding shall be identified prior to application. An annual report on the status of grant programs and their effectiveness shall also be prepared.

D. Grant Program Termination

The Authority shall terminate grant-funded programs and associated positions when grant funds are no longer available unless alternate funding is identified.

CLOSURE AND POST-CLOSURE FUNDING

The Authority shall properly fund all closure and post closure costs in accordance with CalRecycle requirements.

A. Closure Funding

In accordance with CalRecycle requirements, the Authority shall annually set aside sufficient funds to fully fund all accrued closure costs liability. These funds will be held in a separate Closure Fund restricted specifically for this purpose.

B. Post-Closure Funding

Johnson Canyon Landfill is the Authority's last regional landfill. To ensure that there is adequate funding for post-closure maintenance of the landfill for the minimum required 30 years, the Authority shall ensure that the post-closure liability is fully funded annually. The required funding shall be the currently filled capacity percentage times the CalRecycle approved post-closure estimate. These funds will be held in a separate Post-Closure Fund restricted specifically for this purpose.

In accordance with Financial Assurances, the Authority shall fund post closure costs for the three currently closed sites from future revenues when those costs are incurred. The Authority has entered into a Pledge of Revenue agreement with CalRecycle for this purpose.

C. Closure and Post-Closure Funding Calculations

The Authority shall, as part of the budget process, annually recalculate the closure and post-closure costs on a per ton basis. Funds will be transferred monthly to the appropriate fund based on tonnage landfilled. Post-closure expense incurred due to the current fiscal year solid waste disposal will be recorded as an expense on the Authority's financial statements with a corresponding liability.

Salinas Valley Solid Waste Authority
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FISCAL MONITORING

Authority staff shall prepare and present to the Board regular reports that analyze, evaluate, and forecast the Authority's financial performance and economic condition.

A. Financial Status and Performance Reports

Monthly reports comparing expenditures and revenues to current budget, noting the status of fund balances, and outlining any remedial actions necessary to maintain the Authority's financial position shall be prepared for review by the Board.

B. Five-year Forecast of Revenues and Expenditures

A five-year forecast of revenues and expenditures, to include a discussion of major trends affecting the Authority's financial position, shall be included during the budget process. The forecast shall also examine critical issues facing the Authority, economic conditions, and the outlook for the upcoming budget year. The document shall provide insight into the Authority's financial position and alert the Board to potential problem areas requiring attention.

C. Status Report on Capital Projects

A summary report on capital projects completed and the status of the Authority's various capital projects will be prepared as part of the monthly financial report and presented to the Board.

D. Compliance with Board Policy Statements

The Financial Policies will be reviewed annually and updated, revised, or refined as deemed necessary. Policy statements adopted by the Board are guidelines, and occasionally, exceptions may be appropriate and required. However, exceptions to stated policies will be specifically identified, and the need for the exception will be documented and fully explained.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

The Authority's accounting, auditing and financial reporting shall comply with prevailing local, state, and federal regulations, as well as current professional principles and practices as promulgated by authoritative bodies.

A. Conformance to Accounting Principles

The Authority's accounting practices, and financial reporting shall conform to generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA).

B. Popular Reporting

In addition to issuing an annual comprehensive financial report (ACFR) in conformity with GAAP, the Authority shall supplement its ACFR with a simpler, "popular" report designed to assist those residents who need or desire a less detailed overview of the Authority's financial activities. This report should be issued no later than six months after the close of the fiscal year.

INTERNAL CONTROLS

The Authority shall establish and maintain an internal control structure designed to provide reasonable assurance that Authority assets are safeguarded and that the possibilities for material errors in the Authority's financial records are minimized.

A. Proper Authorizations

Procedures shall be designed, implemented, and maintained to ensure that financial transactions and activities are properly reviewed and authorized.

B. Separation of Duties

Job duties will be adequately separated to reduce, to an acceptable level, the opportunities for any person to be in a position to both perpetrate and conceal errors or irregularities in the normal course of assigned duties.

C. Proper Recording

Procedures shall be developed and maintained that will ensure financial transactions and events are properly recorded and that all financial reports may be relied upon as accurate, complete, and up to date.

D. Access to Assets and Records

Procedures shall be designed and maintained to ensure that adequate safeguards exist with the access to and use of financial assets and records.

E. Independent Checks

Independent checks and audits will be made on staff performance to ensure compliance with established procedures and proper valuation of recorded amounts.

F. Costs and Benefits

Internal control systems and procedures must have an apparent benefit in terms of reducing and/or preventing losses. The cost of implementing and maintaining any control system should be evaluated against the expected benefits to be derived from that system.

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OPERATING BUDGET

The Authority's operating budget will implement the policy decisions of the Board. It will provide a clear picture of the Authority's resources and their use.

A. Budget Format

The budget shall provide a complete financial plan of all Authority funds and activities for the ensuing fiscal year and shall be in such form as the Chief Administrative Officer deems desirable or that the Board may require.

The budget shall begin with a clear general summary of its contents. It shall show in detail all estimated revenues, all carryover fund balances and reserves, and all proposed expenditures, including debt service, for the ensuing fiscal year.

The total of proposed expenditures shall not exceed the total of estimated revenues plus the unappropriated fund balance, exclusive of reserves, for any fund.

The budget will be organized on a program/service level format.

The budget development process will include the identification and evaluation of policy options for increasing and decreasing service levels.

B. Estimated Revenues

The Authority will annually update its revenue forecast to enhance the budgetary decision-making process.

In its budget projections, the Authority will attempt to match current expenses to current revenues. If it becomes apparent that revenue shortfalls will create a deficit, efforts will be made first to reduce the deficiency through budgetary reductions.

If appropriate reductions are insufficient, the Board may decide, on an exception basis, to use an appropriate existing reserve.

C. Appropriations

In evaluating the level of appropriations for program enhancements, or reductions, the Authority will apply the following principles in the priority order given:

1. Essential services, which provide for the health and safety of residents, will be funded to maintain current dollar levels.
2. The budget will provide for adequate ongoing maintenance of facilities and equipment.

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3. Appropriations for program enhancements or reductions will be evaluated on a case-by-case basis rather than across the board.
4. When reductions in personnel are necessary to reduce expenditures, they shall be consistent with the Authority Board's established service level priorities and, when possible, shall be accomplished through normal attrition.
5. Programs, which are self-supported by special revenues or fees, shall be separately evaluated.

Prior to the Authority Board making any supplemental appropriation, the CAO or Finance and Administration Manager shall certify that funds in excess of those estimated in the budget are available for appropriation. Any such supplemental appropriations shall be made for the fiscal year by Board action up to the amount of any excess.

Appropriations may be reduced at any time during the fiscal year by the Authority Board upon recommendation of the CAO. When appropriation reductions are recommended, the CAO shall provide specific recommendations to the Board, indicating the estimated amount of the reduction, any remedial actions taken, and recommendations as to any other steps to be taken.

The CAO may transfer appropriations between divisions, and division managers may transfer appropriations between programs and accounts within their individual divisions, but only the Board by resolution may appropriate funds from reserves or fund balances.

Appropriations for capital improvement programs, post-closure, and grants shall continue in force until expended, revised, or cancelled. All other appropriations shall lapse at the end of the fiscal year to the extent that they have not been expended.

The Authority will endeavor to budget a contingency account in the operating budgets equal to one percent of the total Operating Budget to meet changing operational requirements during the fiscal year.

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CAPITAL ASSETS

The Authority will capitalize all assets in accordance with Generally Accepted Accounting Principles to maintain proper control of all assets.

- A. Overview – The Finance Division will maintain an asset management system that will meet external financial reporting requirements and the needs of the Authority in line with these policies.
1. Capital assets are recorded as expenditures in governmental funds at the time the assets are received, and the liability is incurred. These assets will be capitalized at cost on the government wide financial statements. Enterprise fixed assets are recorded as assets within the fund when purchased and a liability is incurred.
 - I. GASB 34 defines Capital Assets as land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and have initial useful lives extending beyond a single reporting period.
 - II. GASB 34 defines Infrastructure Assets as long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems. Buildings that are an ancillary part of a network of infrastructure assets are included.

The Authority uses the most current edition of GOVERNMENTAL ACCOUNTING, AUDITING, AND FINANCIAL REPORTING (GAAFR) published by the Government Finance Officers Association (GFOA) as its authoritative guide in setting policy and establishing accounting procedures regarding capital assets.

- B. Capitalization
Generally, all capital assets with an original cost of \$15,000 or more will be capitalized (recorded as an asset on the balance sheet versus expensing the item). This capitalization policy addresses financial reporting, not control. The Authority follows the GFOA recommended practices for establishing capitalization thresholds. Specific capitalization requirements are described as follows:

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1. The asset must cost \$15,000 or more.
2. The asset must have a useful life of more than one year.
3. The capitalization threshold is applied to individual units of capital assets rather than groups. For example, ten items purchased for \$10,000 each will not be capitalized even though the total (\$100,000) exceeds the threshold of \$15,000.
4. For purposes of capitalization, the threshold will generally not be applied to components of capital assets. For example, a keyboard, monitor and central processing unit purchased as components of a computer system will not be evaluated individually against the capitalization threshold. The entire computer system will be treated as a single asset. The capitalization threshold will be applied to a network if all component parts are required to make the asset functional.
5. Repairs to existing capital assets will generally not be subject to capitalization unless the repair extends the useful life of the asset. In this case the repair represents an improvement and is subject to the requirements described in number six below.
6. Improvements to existing capital assets that extend the useful life of the related capital asset will be subject to capitalization if the cost exceeds \$15,000.
7. Capital projects will be capitalized as "construction in progress" until completed. Personal computers will not be capitalized:

C. Leased Assets

GASB 87 requires that all leases are reported as a capital or financing lease unless the lease is a short-term lease, characterized as 12 months or less. A lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset as specified in a contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment.

Leases will be capitalized if both of the following criteria are met:

1. The non-cancellable portion of the lease is more than 12 months
2. The total amount of the lease meets the capitalization threshold of \$15,000

At the commencement of the lease term, a lease will be recorded as both a lease liability at the present value of payments expected to be made during the lease term, and a lease asset measured at the amount of the initial measurement of the lease liability, plus any payments made to the lessor at or before the commencement of the lease term and certain direct costs.

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D. Capital Asset Recording

It is the responsibility of the Finance Division to record, monitor and inventory all fixed assets. Each division will assign appropriate staff members to respond to verification, inventories, and filling out the necessary forms for recording transfers, dispositions, or retired fixed assets.

E. Acquisition of Capital Asset

Fixed assets may be acquired through direct purchase, lease-purchase or capital lease, construction, eminent domain, donations, and gifts. When a capital asset is acquired, the funding source will be identified. If funds are provided by a specific funding source, a record will be made of that specific source such as:

- ❖ Bond Proceeds
- ❖ State Grants

F. Measuring the Cost and/or Value

Capital assets are recorded at their "historical cost," which is the original cost of the assets. Donations accepted by the Authority will be valued at the fair market value at the time of donation. Costs include purchase price (less discounts) and any other reasonable and necessary costs incurred to place the asset in its intended location and prepare it for service. Costs could include the following:

- ❖ Sales Tax
- ❖ Freight charges
- ❖ Legal and title fees
- ❖ Closing costs
- ❖ Appraisal and negotiation fees
- ❖ Surveying fees
- ❖ Land-preparation costs
- ❖ Demolition costs
- ❖ Relocation costs
- ❖ Architect and accounting fees
- ❖ Insurance premiums and interest costs during construction

G. Establishing Cost in the Absence of Historical Records

According to GASB 34, an estimate of the original cost is allowable. Standard costing is one method of estimating historical cost using a known average installed cost for a like unit at the estimated date of acquisition. Another recognized method is normal costing wherein an estimate of historical cost is based on current cost of reproduction new indexed by a reciprocal factor of the price increase of a specific item or classification from the appraisal date to the estimated date acquired. When necessary, the Authority will use whichever method gives the most reasonable amount based on available information.

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H. Recording Costs Incurred After Acquisition

Expenditures/expenses for replacing a component part of an asset are not capitalized. However, expenditures/expenses that either enhance a capital asset's functionality (effectiveness or efficiency), or that extend a capital asset's expected useful life are capitalized. For example, periodically slurry sealing a street would be treated as a repair (the cost would not be capitalized), while an overlay or reconstruction would be capitalized. Adding a new lane constitutes an addition and would therefore also be capitalized.

I. Disposition or Retirement of Fixed Assets

Assets with an estimated remaining value of \$15,000 or more will be scheduled for Board approval prior to disposal. The asset will be disposed of in a way to achieve the highest recovery possible while ensuring that the cost of disposal is minimized. The recovered funds will be allocated to the Capital Improvement Project used to replace the asset. Once disposed, the original cost less depreciation will then be removed from the Authority's capital asset management system.

J. Transfer of Assets

The transfer of fixed assets between divisions requires notification to the Finance Department.

K. Depreciation

In accordance with GASB Statement No. 34 the Authority will record depreciation expense on all capital assets, except for inexhaustible assets.

The Authority will use straight-line depreciation using the half-year convention or mid-month as appropriate. Depreciation will be calculated over the estimated useful life of the asset.

L. Recommended Lives

The Authority follows GFOA Recommended Practices when establishing recommended lives for capitalized assets. In accordance with GASB 34 the Authority will rely on "general guidelines obtained from professional or industry organizations." The Authority will rely on estimated useful lives published by GFOA. If the life of a particular asset is estimated to be different than these guidelines, it may be changed. The following is a summary for the estimated useful lives:

<u>Asset Class</u>	<u>Useful Life</u>
Buildings	20 to 50 years
Improvements	15 to 45 years
Infrastructure	20 to 50 years
Equipment and Machinery	5 to 20 years

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M. Control of Assets

In accordance with GFOA Recommended Practice the Authority will exercise control over the non-capitalized tangible capital-type items by establishing and maintaining adequate control procedures at the division level. The Authority's capitalization threshold of \$15,000 meets financial reporting needs and is not designed for nor particularly suited to maintain control over lower cost capital assets. It is the responsibility of each division to maintain inventories of lower-cost capital assets to ensure adequate control and safekeeping of these assets.

N. Maintenance Schedules

The Authority shall develop and implement maintenance and replacement schedules with a goal of maximizing the useful life of all assets. The schedules shall include estimates of annual maintenance and/or replacement funding required for each asset.

O. Maintenance Funding

The Authority shall identify specific sources of funds for the annual maintenance or replacement of each asset. Whenever possible, the maintenance or replacement funding shall be identified from a source other than the Authority General Fund. The Authority shall endeavor to set aside, on an annual basis, one and one-half percent (1½%) of its Operating Budget to provide for on-going maintenance and required replacement of assets that cannot be reasonably funded from other sources.

P. Inventorizing

The Authority will follow the GFOA recommended practice of performing a physical inventory of its capitalized capital assets, either simultaneously or on a rotating basis, so that all capital assets are physically accounted for at least once every five years.

Q. Tagging

The Authority will tag only moveable equipment with a value of \$15,000 or higher. Rolling stock items will not be tagged. They will be identified by the VIN number. The Finance department will be responsible for tagging equipment.

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Salinas Valley Solid Waste Authority
Financial Policies

SUMMARY

The Salinas Valley Solid Waste Authority (Authority) Board of Directors recognizes their fiduciary responsibility by virtue of their appointment to the Board. In an effort to promote transparency in the fiscal affairs of the Authority and to promote fiscal accountability, it hereby adopts the following financial policies to guide the Authority's finances:

1. Revenues: The Authority will maintain a revenue system that will ensure a reliable, equitable, and predictable revenue stream to support Authority services.
2. Expenditures: The Authority shall assure fiscal stability and the effective and efficient delivery of services, through the identification of necessary services, establishment of appropriate service levels, and careful administration of the expenditure of available resources.
3. Fund Balance/Reserves: The Authority shall maintain a fund balance at a level sufficient to protect the Authority's creditworthiness as well as its financial position from unforeseeable occurrences or emergencies.
4. Capital Expenditures and Improvements: The Authority shall annually review the state of its capital assets, setting priorities for its replacement and renovation based on needs, funding, alternatives, and availability of resources.
5. Debt: The Authority shall utilize debt financing only to provide needed capital equipment and improvements while minimizing the impact of debt payments on current revenues.
6. Investments: The Authority's cash will be invested in such a manner that ensures the absolute safety of principal and interest, meet the liquidity needs of the Authority, and achieve the highest possible yield.
7. Grants: The Authority shall seek, apply for, and effectively administer federal, state, and foundation grants that address the Authority's current priorities and policy objectives.
8. Closure Funding: The Authority shall properly fund all closure and post-closure costs in accordance with California Department of Resources Recycling and Recovery (CalRecycle) requirements.
9. Fiscal Monitoring: Authority staff shall prepare and present to the Board regular reports that analyze, evaluate, and forecast the Authority's financial performance and economic condition.

Salinas Valley Solid Waste Authority
Financial Policies

10. Accounting, Auditing and Financial Reporting: The Authority's accounting, auditing, and financial reporting shall comply with prevailing local, state, and federal regulations, as well as current professional principles and practices as promulgated by authoritative bodies.
11. Internal Controls: The Authority shall establish and maintain an internal control structure designed to provide reasonable assurance that Authority assets are safeguarded and that the possibilities for material errors in the Authority's financial records are minimized.
12. Operating Budget: The Authority's operating budget will implement the policy decisions of the Board. It will provide a clear picture of the Authority's resources and their use.
13. Capital Assets: The Authority will capitalize all capital assets in accordance with Generally Accepted Accounting Principles to maintain proper control of all capital assets.

Salinas Valley Solid Waste Authority
Financial Policies

REVENUES

The Authority will maintain a revenue system that will assure a reliable, equitable, predictable revenue stream to support Authority services.

A. User Fees

The Authority shall establish and collect fees to recover the cost of handling specific items that benefit only specific users. The Authority Board shall determine the appropriate cost recovery level and establish the fees. Where feasible and desirable, the Authority shall seek to recover full direct and indirect costs. User fees shall be reviewed on a regular basis to calculate their full cost recovery levels, compare them to the current fee structure, and to recommend adjustments where necessary.

B. Tipping Fees

Tipping fees shall be set at levels sufficient to cover operating expenditures, meet debt obligations, provide funding for ongoing capital improvements, and provide adequate levels of working capital. Tipping Fees are not expected to cover depreciation or depletion.

C. One Time Revenues

One-time revenues shall be used only for one-time expenditures.

D. Revenue Estimates

The Authority shall use a conservative, objective, and analytical approach when preparing revenue estimates. The process shall include analysis of probable economic changes and their impacts on revenues, historical collection rates, and trends in revenues. This approach should reduce the likelihood of actual revenues falling short of budget estimates during the year and thus avoid mid-year service reductions.

E. Revenue Collection and Administration

The Authority shall pursue to the full extent allowed by state law all delinquent ratepayers and overdue payments to the Authority. Since revenue should not exceed the cost of producing it, the Authority shall strive to control and reduce administrative collection costs.

Salinas Valley Solid Waste Authority
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EXPENDITURES

The Authority shall assure fiscal stability and the effective and efficient delivery of services, through the identification of necessary services, establishment of appropriate service levels, and careful administration of the expenditure of available resources.

A. Current Funding Basis

The Authority shall operate on a current funding basis. Expenditures shall be budgeted and controlled to not exceed current revenues.

B. Avoidance of Operating Deficits

The Authority shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue estimates are such that an operating deficit (i.e., projected expenditures in excess of projected revenues) is projected at year-end. Corrective actions can include a hiring freeze, expenditure reductions, fee increases, or use of fund balance within the Fund Balance/Reserves Policy. Expenditure deferrals into the following fiscal year, short-term loans, or use of one-time revenue sources shall be avoided to balance the budget.

C. Maintenance of Capital Assets

Within the resources available each fiscal year, the Authority shall maintain capital assets and infrastructure at a sufficient level to protect the Authority's investment, to minimize future replacement and maintenance costs, and to continue current service levels.

D. Periodic Program Reviews

The General Manager shall undertake periodic staff and third-party reviews of Authority programs for both efficiency and effectiveness. Privatization and contracting with other governmental agencies will be evaluated as alternative approaches for service delivery. Programs which are determined to be inefficient and/or ineffective shall be reduced in scope or eliminated.

E. Purchasing

The Authority shall make every effort to maximize any discounts offered by creditors/vendors. Staff shall use competitive bidding whenever possible to attain the best possible price on goods and services.

Salinas Valley Solid Waste Authority
Financial Policies

FUND BALANCE/RESERVES

The Authority shall maintain a fund balance at a level sufficient to protect the Authority's creditworthiness as well as its financial position from unforeseeable emergencies.

A. Funding the Reserves

After completion of the annual audit, any undesignated cash balance will be first used to pay down any Unfunded Actuarial Liability to the CalPERS retirement accounts. Remaining funds shall be allocated to reserves using the following methodology:

1. Operating Reserve (20%)
2. Capital Projects Reserve (60%)
3. Environmental Impairment Reserve (20%)

Any allocation outside of the prescribed methodology or transfers between reserves must be approved by the Board.

B. Operating Reserve

The Authority shall strive to maintain an Operating Reserve equal to twenty percent (25%) of the current year's operating expenditure budget in order to provide sufficient reserves for unforeseen occurrences and revenue shortfalls. Operating expenditures, for reserve purposes, is defined as the total budget less capital project expenditures.

❖ Use of Operating Reserve

The Operating Reserve shall be used only for its designated purpose: Emergencies, non-recurring expenditures, or major capital purchases that cannot be accommodated through current year revenues. Should such use reduce the balance below the appropriate level set as the objective, restoration recommendations will accompany the decision to utilize said reserve.

C. Capital Projects Reserve

Due to the capital-intensive nature of the Authority's landfill operations the Authority will develop a Capital Projects Reserve for the purpose of funding future capital projects and replacement of existing capital infrastructure in accordance with the Capital Improvements Financial Policies. The target amount of the reserve will be based on the average annual capital needs of the Authority.

Salinas Valley Solid Waste Authority
Financial Policies

D. Environmental Impairment Reserve

Due to the potential release of contaminants that exists with all Municipal Solid Waste landfills, the Authority will fund an Environmental Impairment Reserve for the purpose of responding to a release in a timely manner. The funds can also be used for mitigation or corrective action measures required by CalRecycle. It is highly unlikely that all sites would need corrective action at the same time. Therefore, the funding goal is the Capital Improvement costs at the highest of the sites.

E. Annual Review of Reserves

As part of the annual budget process, the Authority will review the target amount and the status of each of the reserves. This will be considered as part of the budget development. The goal is to reach the Operating and Environmental Impairment Reserve amounts within a five-year period but in no case later than 10 years.

CAPITAL EXPENDITURES AND IMPROVEMENTS

The Authority shall annually review the state of its capital assets, setting priorities for their replacement and renovation based on needs, funding, alternatives, and availability of resources.

A. Capital Improvement Plan

The Authority shall prepare a 10-Year Capital Improvement Plan (CIP) which will detail the Authority's capital needs. The CIP plan will be reviewed every year while discussions of the operating budget take place. The CAO will develop guidelines for what projects to include in the CIP budget. All projects, ongoing and proposed, shall be prioritized based on an analysis of current needs and resource availability. For every capital project, all operation, maintenance, and replacement costs shall be fully disclosed. The CIP budget will be in conformance with and support the Authority's major planning documents and 3-year Strategic Plans.

B. Capital Improvement Budget

The CIP plan will be the basis for which projects will be included in the following year's budget. Appropriations will be approved annually using the following criteria:

1. The needs identified in the Authority's planning documents.
2. Cost/benefit analysis identifying all economic or financial impacts of the project.
3. Identification of available funding resources.

CIP funding will be based on the following priorities:

1. Projects that comply with regulatory requirements.
2. Projects that maintain health and safety standards.
3. Projects that maintain and preserve existing facilities.
4. Projects that replace existing facilities which can no longer be maintained.
5. Projects that improve operations.

C. Capital Expenditure Financing

Projects will be financed using the following preferred order:

1. Use of current revenues.
2. Use of the Capital Projects Reserve.
3. Borrow money through debt issuance.

Debt financing includes revenue bonds, certificates of obligation, lease/purchase agreements, and other obligations permitted to be issued or incurred under California law. Guidelines for assuming debt are set forth in the Debt Policy Statements.

Salinas Valley Solid Waste Authority
Financial Policies

D. Capital Projects Reserve Fund

A Capital Projects Reserve Fund shall be established and maintained to accumulate funds transferred from the undesignated fund balance. This fund shall only be used to pay for non-routine and one-time capital expenditures such as land and building purchases or construction and maintenance projects with a 10-year life. Expenditures from this Fund shall be aimed at protecting the health and safety of residents, employees, and the environment, and protecting the existing assets of the Authority.

E. Capital Projects Management

The Authority will fund and manage its capital projects in a phased approach. The project phases will become a framework for appropriate decision points and reporting. The phasing will consist of:

1. Conceptual/Schematic Proposal
2. Preliminary Design and Cost Estimate
3. Engineering and Final Design
4. Bid Administration
5. Acquisition and Construction
6. Project Closeout

Each project will have a project manager who will prepare the project proposal, ensure that required phases are completed on schedule, authorize all project expenditures, ensure that all regulations and laws are observed, periodically report project status and track project expenditures.

Salinas Valley Solid Waste Authority
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DEBT

The Authority shall utilize debt financing only to provide needed capital equipment and improvements while minimizing the impact of debt payments on current revenues.

A. Use of Debt Financing

The issuance of long-term debt will be only for the acquisition of land, capital improvements, or equipment.

Debt financing is not considered appropriate for current operations, maintenance expenses, or for any recurring purposes.

B. Conditions for Debt Issuance

The Authority may use long-term debt to finance major equipment acquisition or capital projects only if it is established through a cost/benefit analysis that the financial and community benefits of the financing exceed the financing costs. Benefits would include, but not be limited to, the following:

1. Present value benefit: The current cost plus the financing cost is less than the future cost of the project.
2. Maintenance value benefit: The financing cost is less than the maintenance cost of deferring the project.
3. Equity benefit: Financing provides a method of spreading the cost of a facility back to the users of the facility over time.
4. Community benefit: Debt financing of the project enables the Authority to meet an immediate community need.

Debt financing will be used only when project revenues or other identified revenue sources are sufficient to service the debt.

C. Debt Structure

The Authority's preference is to issue fixed-rate, long-term debt with level debt service, but variable rate debt or other debt service structure may be considered if an economic advantage is identified for a particular project.

Bond proceeds, for debt service, will be held by an independent bank acting as trustee or paying agent.

The Authority's minimum bond rating objective for all debt issues is a Moody's and Standard & Poor's rating of A (upper medium grade). Credit enhancements will be used to achieve higher ratings when there is an economic benefit.

Salinas Valley Solid Waste Authority
Financial Policies

The Authority may retain the following contract advisors for the issuance of debt:

1. Financial Advisor - To be selected, when appropriate, by negotiation to provide financial analysis and advice related to the feasibility and structure of the proposed debt.
2. Bond Counsel - To be selected by negotiation for each debt issue.
3. Underwriters - To be selected by negotiation or competitive bid for each bond issue based upon the proposed structure for each issue.

D. Call Provisions

Call provisions for bond issues shall be made as short as possible consistent with the lowest interest cost to the Authority. When possible, all bonds shall be callable only at par.

E. Debt Refunding

Authority staff and the financial advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. As a general rule, the present value savings of a particular refunding should exceed 3.5% of the refunded maturities.

F. Interest Earnings

Interest earnings received on the investment of bond proceeds shall be used to assist in paying the interest due on bond issues, to the extent permitted by law.

G. Lease/Purchase Agreements

Over the lifetime of a lease, the total cost to the Authority will generally be higher than purchasing the asset outright. As a result, the use of lease/purchase agreements and certificates of participation in the acquisition of vehicles, equipment and other capital assets shall generally be avoided, particularly if smaller quantities of the capital asset(s) can be purchased on a "pay-as-you-go" basis.

H. Post Issuance Administration / Internal Control

❖ Investment of Proceeds

The proceeds of bond sales will be invested until used for the intended project(s) to maximize utilization of the public funds. The investments will be made to obtain the highest level of 1) safety, 2) liquidity, and 3) yield, and may be held as cash. The Authority's investment guidelines and bond indentures will govern objectives and criteria for investment of bond proceeds. The Finance and Administration Manager will oversee the investment of bond proceeds in a manner to avoid, if possible, and minimize any potential negative arbitrage over the life of the bond issuance, while complying with arbitrage and tax provisions.

Salinas Valley Solid Waste Authority
Financial Policies

❖ Use of Proceeds

Bond proceeds will be deposited and recorded in separate accounts to ensure that funds are not comingled with other Authority funds. To ensure proceeds from bond sales are used in accordance with legal requirements, all invoices will be submitted to the Finance and Administration Manager for approval prior to payment. The Finance and Administration Manager will be tasked with monitoring the expenditure of bond proceeds to ensure that they are used only for the purpose and authority for which the bonds were issued and exercising best efforts to spend bond proceeds in such a manner that the Authority will meet one of the spend-down exemptions from arbitrage rebate. Tax-exempt bonds will not be issued unless it can be demonstrated that 85% of the proceeds can reasonably be expected to be expended within the three-year temporary period.

❖ Arbitrage Compliance

The use of bond proceeds and their investments must be monitored to ensure compliance with all Internal Revenue Code Arbitrage Rebate Requirements. The Finance and Administration Manager shall ensure that all bond proceeds and investments are tracked in a manner which facilitates accurate calculation; and, if a rebate payment is due, such payment is made in a timely manner.

Salinas Valley Solid Waste Authority
Financial Policies

INVESTMENTS

The Authority's cash will be invested in such a manner to ensure the absolute safety of principal and interest, meet the liquidity needs of the Authority, and achieve the highest possible yield after meeting the first two requirements.

A. Investment Policy

The Authority Treasurer is both authorized and required to promulgate a written Statement of Investment Policy which shall be presented to the Board annually.

B. Interest Earnings

Interest earned from investments shall be distributed to the operating funds from which the money was provided, with the exception that interest earnings received on the investment of bond proceeds shall be attributed and allocated to those debt service funds responsible for paying the principal and interest due on the bond issue.

Salinas Valley Solid Waste Authority
Financial Policies

GRANTS

The Authority shall seek, apply for, and effectively administer federal, state and foundation grants-in-aid that address the Authority's current priorities and policy objectives.

A. Grant Guidelines

The Authority shall apply, and facilitate the application for others, only for grants that are consistent with the objectives and high priority needs previously identified by the Board. The potential for incurring ongoing costs, to include the assumption of support for grant-funded positions from local revenues, will be considered prior to applying for a grant.

B. Indirect Costs

The Authority shall recover full indirect costs unless the funding agency does not permit it. The Authority may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.

C. Grant Review

All grant submittals shall be reviewed for their cash match requirements, their potential impact on the operating budget, and the extent to which they meet the Authority's policy objectives. Departments shall seek Board approval prior to submission of a grant application. Should time constraints under the grant program make this impossible, the department shall obtain approval to submit an application from the CAO and then, at the earliest feasible time, seek formal Board approval. If there are cash match requirements, the source of funding shall be identified prior to application. An annual report on the status of grant programs and their effectiveness shall also be prepared.

D. Grant Program Termination

The Authority shall terminate grant-funded programs and associated positions when grant funds are no longer available unless alternate funding is identified.

CLOSURE AND POST-CLOSURE FUNDING

The Authority shall properly fund all closure and post closure costs in accordance with CalRecycle requirements.

A. Closure Funding

In accordance with CalRecycle requirements, the Authority shall annually set aside sufficient funds to fully fund all accrued closure costs liability. These funds will be held in a separate Closure Fund restricted specifically for this purpose.

B. Post-Closure Funding

Johnson Canyon Landfill is the Authority's last regional landfill. To ensure that there is adequate funding for post-closure maintenance of the landfill for the minimum required 30 years, the Authority shall ensure that the post-closure liability is fully funded annually. The required funding shall be the currently filled capacity percentage times the CalRecycle approved post-closure estimate. These funds will be held in a separate Post-Closure Fund restricted specifically for this purpose.

In accordance with Financial Assurances, the Authority shall fund post closure costs for the three currently closed sites from future revenues when those costs are incurred. The Authority has entered into a Pledge of Revenue agreement with CalRecycle for this purpose.

C. Closure and Post-Closure Funding Calculations

The Authority shall, as part of the budget process, annually recalculate the closure and post-closure costs on a per ton basis. Funds will be transferred monthly to the appropriate fund based on tonnage landfilled. Post-closure expense incurred due to the current fiscal year solid waste disposal will be recorded as an expense on the Authority's financial statements with a corresponding liability.

Salinas Valley Solid Waste Authority
Financial Policies

FISCAL MONITORING

Authority staff shall prepare and present to the Board regular reports that analyze, evaluate, and forecast the Authority's financial performance and economic condition.

A. Financial Status and Performance Reports

Monthly reports comparing expenditures and revenues to current budget, noting the status of fund balances, and outlining any remedial actions necessary to maintain the Authority's financial position shall be prepared for review by the Board.

B. Five-year Forecast of Revenues and Expenditures

A five-year forecast of revenues and expenditures, to include a discussion of major trends affecting the Authority's financial position, shall be included during the budget process. The forecast shall also examine critical issues facing the Authority, economic conditions, and the outlook for the upcoming budget year. The document shall provide insight into the Authority's financial position and alert the Board to potential problem areas requiring attention.

C. Status Report on Capital Projects

A summary report on capital projects completed and the status of the Authority's various capital projects will be prepared as part of the monthly financial report and presented to the Board.

D. Compliance with Board Policy Statements

The Financial Policies will be reviewed annually and updated, revised, or refined as deemed necessary. Policy statements adopted by the Board are guidelines, and occasionally, exceptions may be appropriate and required. However, exceptions to stated policies will be specifically identified, and the need for the exception will be documented and fully explained.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

The Authority's accounting, auditing and financial reporting shall comply with prevailing local, state, and federal regulations, as well as current professional principles and practices as promulgated by authoritative bodies.

A. Conformance to Accounting Principles

The Authority's accounting practices, and financial reporting shall conform to generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA).

B. Popular Reporting

In addition to issuing an annual comprehensive financial report (ACFR) in conformity with GAAP, the Authority shall supplement its ACFR with a simpler, "popular" report designed to assist those residents who need or desire a less detailed overview of the Authority's financial activities. This report should be issued no later than six months after the close of the fiscal year.

INTERNAL CONTROLS

The Authority shall establish and maintain an internal control structure designed to provide reasonable assurance that Authority assets are safeguarded and that the possibilities for material errors in the Authority's financial records are minimized.

A. Proper Authorizations

Procedures shall be designed, implemented, and maintained to ensure that financial transactions and activities are properly reviewed and authorized.

B. Separation of Duties

Job duties will be adequately separated to reduce, to an acceptable level, the opportunities for any person to be in a position to both perpetrate and conceal errors or irregularities in the normal course of assigned duties.

C. Proper Recording

Procedures shall be developed and maintained that will ensure financial transactions and events are properly recorded and that all financial reports may be relied upon as accurate, complete, and up to date.

D. Access to Assets and Records

Procedures shall be designed and maintained to ensure that adequate safeguards exist with the access to and use of financial assets and records.

E. Independent Checks

Independent checks and audits will be made on staff performance to ensure compliance with established procedures and proper valuation of recorded amounts.

F. Costs and Benefits

Internal control systems and procedures must have an apparent benefit in terms of reducing and/or preventing losses. The cost of implementing and maintaining any control system should be evaluated against the expected benefits to be derived from that system.

Salinas Valley Solid Waste Authority
Financial Policies

OPERATING BUDGET

The Authority's operating budget will implement the policy decisions of the Board. It will provide a clear picture of the Authority's resources and their use.

A. Budget Format

The budget shall provide a complete financial plan of all Authority funds and activities for the ensuing fiscal year and shall be in such form as the Chief Administrative Officer deems desirable or that the Board may require.

The budget shall begin with a clear general summary of its contents. It shall show in detail all estimated revenues, all carryover fund balances and reserves, and all proposed expenditures, including debt service, for the ensuing fiscal year.

The total of proposed expenditures shall not exceed the total of estimated revenues plus the unappropriated fund balance, exclusive of reserves, for any fund.

The budget will be organized on a program/service level format.

The budget development process will include the identification and evaluation of policy options for increasing and decreasing service levels.

B. Estimated Revenues

The Authority will annually update its revenue forecast to enhance the budgetary decision-making process.

In its budget projections, the Authority will attempt to match current expenses to current revenues. If it becomes apparent that revenue shortfalls will create a deficit, efforts will be made first to reduce the deficiency through budgetary reductions.

If appropriate reductions are insufficient, the Board may decide, on an exception basis, to use an appropriate existing reserve.

C. Appropriations

In evaluating the level of appropriations for program enhancements, or reductions, the Authority will apply the following principles in the priority order given:

1. Essential services, which provide for the health and safety of residents, will be funded to maintain current dollar levels.
2. The budget will provide for adequate ongoing maintenance of facilities and equipment.

Salinas Valley Solid Waste Authority
Financial Policies

3. Appropriations for program enhancements or reductions will be evaluated on a case-by-case basis rather than across the board.
4. When reductions in personnel are necessary to reduce expenditures, they shall be consistent with the Authority Board's established service level priorities and, when possible, shall be accomplished through normal attrition.
5. Programs, which are self-supported by special revenues or fees, shall be separately evaluated.

Prior to the Authority Board making any supplemental appropriation, the CAO or Finance and Administration Manager shall certify that funds in excess of those estimated in the budget are available for appropriation. Any such supplemental appropriations shall be made for the fiscal year by Board action up to the amount of any excess.

Appropriations may be reduced at any time during the fiscal year by the Authority Board upon recommendation of the CAO. When appropriation reductions are recommended, the CAO shall provide specific recommendations to the Board, indicating the estimated amount of the reduction, any remedial actions taken, and recommendations as to any other steps to be taken.

The CAO may transfer appropriations between divisions, and division managers may transfer appropriations between programs and accounts within their individual divisions, but only the Board by resolution may appropriate funds from reserves or fund balances.

Appropriations for capital improvement programs, post-closure, and grants shall continue in force until expended, revised, or cancelled. All other appropriations shall lapse at the end of the fiscal year to the extent that they have not been expended.

The Authority will endeavor to budget a contingency account in the operating budgets equal to one percent of the total Operating Budget to meet changing operational requirements during the fiscal year.

Salinas Valley Solid Waste Authority
Financial Policies

CAPITAL ASSETS

The Authority will capitalize all assets in accordance with Generally Accepted Accounting Principles to maintain proper control of all assets.

- A. Overview – The Finance Division will maintain an asset management system that will meet external financial reporting requirements and the needs of the Authority in line with these policies.
1. Capital assets are recorded as expenditures in governmental funds at the time the assets are received, and the liability is incurred. These assets will be capitalized at cost on the government wide financial statements. Enterprise fixed assets are recorded as assets within the fund when purchased and a liability is incurred.
 - I. GASB 34 defines Capital Assets as land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and have initial useful lives extending beyond a single reporting period.
 - II. GASB 34 defines Infrastructure Assets as long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems. Buildings that are an ancillary part of a network of infrastructure assets are included.

The Authority uses the most current edition of GOVERNMENTAL ACCOUNTING, AUDITING, AND FINANCIAL REPORTING (GAAFR) published by the Government Finance Officers Association (GFOA) as its authoritative guide in setting policy and establishing accounting procedures regarding capital assets.

- B. Capitalization
Generally, all capital assets with an original cost of \$15,000 or more will be capitalized (recorded as an asset on the balance sheet versus expensing the item). This capitalization policy addresses financial reporting, not control. The Authority follows the GFOA recommended practices for establishing capitalization thresholds. Specific capitalization requirements are described as follows:

Salinas Valley Solid Waste Authority
Financial Policies

1. The asset must cost \$15,000 or more.
2. The asset must have a useful life of more than one year.
3. The capitalization threshold is applied to individual units of capital assets rather than groups. For example, ten items purchased for \$10,000 each will not be capitalized even though the total (\$100,000) exceeds the threshold of \$15,000.
4. For purposes of capitalization, the threshold will generally not be applied to components of capital assets. For example, a keyboard, monitor and central processing unit purchased as components of a computer system will not be evaluated individually against the capitalization threshold. The entire computer system will be treated as a single asset. The capitalization threshold will be applied to a network if all component parts are required to make the asset functional.
5. Repairs to existing capital assets will generally not be subject to capitalization unless the repair extends the useful life of the asset. In this case the repair represents an improvement and is subject to the requirements described in number six below.
6. Improvements to existing capital assets that extend the useful life of the related capital asset will be subject to capitalization if the cost exceeds \$15,000.
7. Capital projects will be capitalized as "construction in progress" until completed. Personal computers will not be capitalized:

C. Leased Assets

GASB 87 requires that all leases are reported as a capital or financing lease unless the lease is a short-term lease, characterized as 12 months or less. A lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset as specified in a contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment.

Leases will be capitalized if both of the following criteria are met:

1. The non-cancellable portion of the lease is more than 12 months
2. The total amount of the lease meets the capitalization threshold of \$15,000

At the commencement of the lease term, a lease will be recorded as both a lease liability at the present value of payments expected to be made during the lease term, and a lease asset measured at the amount of the initial measurement of the lease liability, plus any payments made to the lessor at or before the commencement of the lease term and certain direct costs.

Salinas Valley Solid Waste Authority
Financial Policies

D. Capital Asset Recording

It is the responsibility of the Finance Division to record, monitor and inventory all fixed assets. Each division will assign appropriate staff members to respond to verification, inventories, and filling out the necessary forms for recording transfers, dispositions, or retired fixed assets.

E. Acquisition of Capital Asset

Fixed assets may be acquired through direct purchase, lease-purchase or capital lease, construction, eminent domain, donations, and gifts. When a capital asset is acquired, the funding source will be identified. If funds are provided by a specific funding source, a record will be made of that specific source such as:

- ❖ Bond Proceeds
- ❖ State Grants

F. Measuring the Cost and/or Value

Capital assets are recorded at their "historical cost," which is the original cost of the assets. Donations accepted by the Authority will be valued at the fair market value at the time of donation. Costs include purchase price (less discounts) and any other reasonable and necessary costs incurred to place the asset in its intended location and prepare it for service. Costs could include the following:

- ❖ Sales Tax
- ❖ Freight charges
- ❖ Legal and title fees
- ❖ Closing costs
- ❖ Appraisal and negotiation fees
- ❖ Surveying fees
- ❖ Land-preparation costs
- ❖ Demolition costs
- ❖ Relocation costs
- ❖ Architect and accounting fees
- ❖ Insurance premiums and interest costs during construction

G. Establishing Cost in the Absence of Historical Records

According to GASB 34, an estimate of the original cost is allowable. Standard costing is one method of estimating historical cost using a known average installed cost for a like unit at the estimated date of acquisition. Another recognized method is normal costing wherein an estimate of historical cost is based on current cost of reproduction new indexed by a reciprocal factor of the price increase of a specific item or classification from the appraisal date to the estimated date acquired. When necessary, the Authority will use whichever method gives the most reasonable amount based on available information.

Salinas Valley Solid Waste Authority
Financial Policies

H. Recording Costs Incurred After Acquisition

Expenditures/expenses for replacing a component part of an asset are not capitalized. However, expenditures/expenses that either enhance a capital asset's functionality (effectiveness or efficiency), or that extend a capital asset's expected useful life are capitalized. For example, periodically slurry sealing a street would be treated as a repair (the cost would not be capitalized), while an overlay or reconstruction would be capitalized. Adding a new lane constitutes an addition and would therefore also be capitalized.

I. Disposition or Retirement of Fixed Assets

Assets with an estimated remaining value of \$15,000 or more will be scheduled for Board approval prior to disposal. The asset will be disposed of in a way to achieve the highest recovery possible while ensuring that the cost of disposal is minimized. The recovered funds will be allocated to the Capital Improvement Project used to replace the asset. Once disposed, the original cost less depreciation will then be removed from the Authority's capital asset management system.

J. Transfer of Assets

The transfer of fixed assets between divisions requires notification to the Finance Department.

K. Depreciation

In accordance with GASB Statement No. 34 the Authority will record depreciation expense on all capital assets, except for inexhaustible assets.

The Authority will use straight-line depreciation using the half-year convention or mid-month as appropriate. Depreciation will be calculated over the estimated useful life of the asset.

L. Recommended Lives

The Authority follows GFOA Recommended Practices when establishing recommended lives for capitalized assets. In accordance with GASB 34 the Authority will rely on "general guidelines obtained from professional or industry organizations." The Authority will rely on estimated useful lives published by GFOA. If the life of a particular asset is estimated to be different than these guidelines, it may be changed. The following is a summary for the estimated useful lives:

<u>Asset Class</u>	<u>Useful Life</u>
Buildings	20 to 50 years
Improvements	15 to 45 years
Infrastructure	20 to 50 years
Equipment and Machinery	5 to 20 years

Salinas Valley Solid Waste Authority
Financial Policies

M. Control of Assets

In accordance with GFOA Recommended Practice the Authority will exercise control over the non-capitalized tangible capital-type items by establishing and maintaining adequate control procedures at the division level. The Authority's capitalization threshold of \$15,000 meets financial reporting needs and is not designed for nor particularly suited to maintain control over lower cost capital assets. It is the responsibility of each division to maintain inventories of lower-cost capital assets to ensure adequate control and safekeeping of these assets.

N. Maintenance Schedules

The Authority shall develop and implement maintenance and replacement schedules with a goal of maximizing the useful life of all assets. The schedules shall include estimates of annual maintenance and/or replacement funding required for each asset.

O. Maintenance Funding

The Authority shall identify specific sources of funds for the annual maintenance or replacement of each asset. Whenever possible, the maintenance or replacement funding shall be identified from a source other than the Authority General Fund. The Authority shall endeavor to set aside, on an annual basis, one and one-half percent (1½%) of its Operating Budget to provide for on-going maintenance and required replacement of assets that cannot be reasonably funded from other sources.

P. Inventorying

The Authority will follow the GFOA recommended practice of performing a physical inventory of its capitalized capital assets, either simultaneously or on a rotating basis, so that all capital assets are physically accounted for at least once every five years.

Q. Tagging

The Authority will tag only moveable equipment with a value of \$15,000 or higher. Rolling stock items will not be tagged. They will be identified by the VIN number. The Finance department will be responsible for tagging equipment.



Report to the Board of Directors

ITEM NO. 7

Finance and Administration
Manager/Controller-Treasurer

General Manager/CAO

R. Santos by E.T.

Authority General Counsel

Date: April 17, 2025

From: C. Ray Hendricks, Finance and Administration Manager

Title: A Resolution Approving a Revised Salary Schedule Effective May 12, 2025

RECOMMENDATION

Staff recommends that the Board approve the resolution for the Revised Salary Schedule Effective May 12, 2025. This will allow staff to complete recruitment for the new Human Resources Technician position on the approved date of May 12, 2025.

FISCAL IMPACT

The new Human Resources Technician position was included in the FY 2025-26 Budget. There is sufficient savings in the current budget to hire for the new position on the approved date of May 12, 2025.

DISCUSSION & ANALYSIS

Increased staffing and regulatory requirements have gradually increased the workload of the Human Resources Supervisor to the point that additional assistance is now needed. On March 20, 2025, the Board of Directors approved a revised staff allocation effective May 12, 2025, which includes a new Human Resources Technician to assist with recruitments, payroll reporting, benefit administration, and other day to day HR transactions to give the HR Supervisor more bandwidth to better assist with higher level HR issues such as disciplinary actions and conflict resolutions. The Board of Directors also approved a salary schedule that includes the added position and is effective July 1, 2025. However, since this is a new position, in order to complete the recruitment process for the Human Resources Technician prior to July 1, 2025, the current salary schedule needs to be revised to include the position. There are no other changes to the salary schedule.

BACKGROUND

The request for the additional allocation was presented at both the Executive Committee and Board meetings in January and February and included in the FY 2025-26 Budget approved at the March 20, 2025 meeting with an effective date of May 12, 2025.

ATTACHMENT(S)

1. Resolution
2. Exhibit A – Salary Schedule Effective May 12, 2025

RESOLUTION NO. 2025-

A RESOLUTION APPROVING A REVISED SALARY SCHEDULE EFFECTIVE MAY 12, 2025

WHEREAS, on March 20, 2025, the Board of Directors approved a revised staff allocation effective May 12, 2025, which includes a new Human Resources Technician; and,

WHEREAS, on March 20, 2025, the Board of Directors approved a salary schedule that includes the added position and is effective July 1, 2025; and,

WHEREAS, in order to recruit for the Human Resources Technician, the current salary schedule needs to be revised to include the position.

NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE SALINAS VALLEY SOLID WASTE AUTHORITY, that the revised Salary Schedule effective May 12, 2025, attached hereto and marked "Exhibit A," is hereby approved; and,

PASSED AND ADOPTED by the Board of Directors of the Salinas Valley Solid Waste Authority at a meeting duly held on the 17th day of April 2025, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Elizabeth Silva, President

ATTEST:

APPROVED AS TO FORM:

Erika J. Trujillo, Clerk of the Board

Roy C. Santos, Authority General Counsel

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE: MAY 12, 2025

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%
General Manager/CAO	Hourly											130.98
	Bi-Weekly											10,478.72
	Monthly											22,703.89
	Annual											272,446.72
Assistant General Manager	Hourly	67.156	68.835	70.556	72.320	74.128	75.981	77.881	79.828	81.823	83.869	85.966
	Bi-Weekly	5,372.48	5,506.80	5,644.48	5,785.60	5,930.24	6,078.48	6,230.48	6,386.24	6,545.84	6,709.52	6,877.28
	Monthly	11,640.37	11,931.40	12,229.71	12,535.47	12,848.85	13,170.04	13,499.37	13,836.85	14,182.65	14,537.29	14,900.77
	Annual	139,684.48	143,176.80	146,756.48	150,425.60	154,186.24	158,040.48	161,992.48	166,042.24	170,191.84	174,447.52	178,809.28
Engineering and Environmental Compliance Manager	Hourly	61.187	62.716	64.284	65.891	67.539	69.227	70.958	72.732	74.550	76.414	78.324
	Bi-Weekly	4,894.96	5,017.28	5,142.72	5,271.28	5,403.12	5,538.16	5,676.64	5,818.56	5,964.00	6,113.12	6,265.92
	Monthly	10,605.75	10,870.77	11,142.56	11,421.11	11,706.76	11,999.35	12,299.39	12,606.88	12,922.00	13,245.09	13,576.16
	Annual	127,268.96	130,449.28	133,710.72	137,053.28	140,481.12	143,992.16	147,592.64	151,282.56	155,064.00	158,941.12	162,913.92
Finance and Administration Manager	Hourly	59.694	61.187	62.716	64.284	65.891	67.539	69.227	70.958	72.732	74.550	76.414
	Bi-Weekly	4,775.52	4,894.96	5,017.28	5,142.72	5,271.28	5,403.12	5,538.16	5,676.64	5,818.56	5,964.00	6,113.12
	Monthly	10,346.96	10,605.75	10,870.77	11,142.56	11,421.11	11,706.76	11,999.35	12,299.39	12,606.88	12,922.00	13,245.09
	Annual	124,163.52	127,268.96	130,449.28	133,710.72	137,053.28	140,481.12	143,992.16	147,592.64	151,282.56	155,064.00	158,941.12
Operations Manager	Hourly	59.694	61.187	62.716	64.284	65.891	67.539	69.227	70.958	72.732	74.550	76.414
	Bi-Weekly	4,775.52	4,894.96	5,017.28	5,142.72	5,271.28	5,403.12	5,538.16	5,676.64	5,818.56	5,964.00	6,113.12
	Monthly	10,346.96	10,605.75	10,870.77	11,142.56	11,421.11	11,706.76	11,999.35	12,299.39	12,606.88	12,922.00	13,245.09
	Annual	124,163.52	127,268.96	130,449.28	133,710.72	137,053.28	140,481.12	143,992.16	147,592.64	151,282.56	155,064.00	158,941.12
Resource Recovery Manager	Hourly	59.694	61.187	62.716	64.284	65.891	67.539	69.227	70.958	72.732	74.550	76.414
	Bi-Weekly	4,775.52	4,894.96	5,017.28	5,142.72	5,271.28	5,403.12	5,538.16	5,676.64	5,818.56	5,964.00	6,113.12
	Monthly	10,346.96	10,605.75	10,870.77	11,142.56	11,421.11	11,706.76	11,999.35	12,299.39	12,606.88	12,922.00	13,245.09
	Annual	124,163.52	127,268.96	130,449.28	133,710.72	137,053.28	140,481.12	143,992.16	147,592.64	151,282.56	155,064.00	158,941.12
Human Resources Supervisor	Hourly	49.905	51.152	52.431	53.742	55.085	56.463	57.874	59.321	60.804	62.324	63.882
	Bi-Weekly	3,992.40	4,092.16	4,194.48	4,299.36	4,406.80	4,517.04	4,629.92	4,745.68	4,864.32	4,985.92	5,110.56
	Monthly	8,650.20	8,866.35	9,088.04	9,315.28	9,548.07	9,786.92	10,031.49	10,282.31	10,539.36	10,802.83	11,072.88
	Annual	103,802.40	106,396.16	109,056.48	111,783.36	114,576.80	117,443.04	120,377.92	123,387.68	126,472.32	129,633.92	132,874.56
Business Services Supervisor	Hourly	48.717	49.934	51.183	52.462	53.774	55.118	56.496	57.909	59.356	60.840	62.361
	Bi-Weekly	3,897.36	3,994.72	4,094.64	4,196.96	4,301.92	4,409.44	4,519.68	4,632.72	4,748.48	4,867.20	4,988.88
	Monthly	8,444.28	8,655.23	8,871.72	9,093.41	9,320.83	9,553.79	9,792.64	10,037.56	10,288.37	10,545.60	10,809.24
	Annual	101,331.36	103,862.72	106,460.64	109,120.96	111,849.92	114,645.44	117,511.68	120,450.72	123,460.48	126,547.20	129,710.88
Contracts & Grants Analyst	Hourly	44.212	45.318	46.451	47.612	48.802	50.022	51.273	52.555	53.869	55.215	56.596
	Bi-Weekly	3,536.96	3,625.44	3,716.08	3,808.96	3,904.16	4,001.76	4,101.84	4,204.40	4,309.52	4,417.20	4,527.68
	Monthly	7,663.41	7,855.12	8,051.51	8,252.75	8,459.01	8,670.48	8,887.32	9,109.53	9,337.29	9,570.60	9,809.97
	Annual	91,960.96	94,261.44	96,618.08	99,032.96	101,508.16	104,045.76	106,647.84	109,314.40	112,047.52	114,847.20	117,719.68

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE: MAY 12, 2025

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%
Field Operations Supervisors	Hourly	44.212	45.318	46.451	47.612	48.802	50.022	51.273	52.555	53.869	55.215	56.596
	Bi-Weekly	3,536.96	3,625.44	3,716.08	3,808.96	3,904.16	4,001.76	4,101.84	4,204.40	4,309.52	4,417.20	4,527.68
	Monthly	7,663.41	7,855.12	8,051.51	8,252.75	8,459.01	8,670.48	8,887.32	9,109.53	9,337.29	9,570.60	9,809.97
	Annual	91,960.96	94,261.44	96,618.08	99,032.96	101,508.16	104,045.76	106,647.84	109,314.40	112,047.52	114,847.20	117,719.68
Recycling Coordinator	Hourly	44.212	45.318	46.451	47.612	48.802	50.022	51.273	52.555	53.869	55.215	56.596
	Bi-Weekly	3,536.96	3,625.44	3,716.08	3,808.96	3,904.16	4,001.76	4,101.84	4,204.40	4,309.52	4,417.20	4,527.68
	Monthly	7,663.41	7,855.12	8,051.51	8,252.75	8,459.01	8,670.48	8,887.32	9,109.53	9,337.29	9,570.60	9,809.97
	Annual	91,960.96	94,261.44	96,618.08	99,032.96	101,508.16	104,045.76	106,647.84	109,314.40	112,047.52	114,847.20	117,719.68
Senior Solid Waste Technician	Hourly	38.943	39.916	40.914	41.937	42.986	44.060	45.162	46.291	47.448	48.634	49.850
	Bi-Weekly	3,115.44	3,193.28	3,273.12	3,354.96	3,438.88	3,524.80	3,612.96	3,703.28	3,795.84	3,890.72	3,988.00
	Monthly	6,750.12	6,918.77	7,091.76	7,269.08	7,450.91	7,637.07	7,828.08	8,023.77	8,224.32	8,429.89	8,640.67
	Annual	81,001.44	83,025.28	85,101.12	87,228.96	89,410.88	91,644.80	93,936.96	96,285.28	98,691.84	101,158.72	103,688.00
Clerk of the Board	Hourly	36.287	37.195	38.124	39.078	40.055	41.056	42.082	43.134	44.213	45.318	46.451
	Bi-Weekly	2,902.96	2,975.60	3,049.92	3,126.24	3,204.40	3,284.48	3,366.56	3,450.72	3,537.04	3,625.44	3,716.08
	Monthly	6,289.75	6,447.13	6,608.16	6,773.52	6,942.87	7,116.37	7,294.21	7,476.56	7,663.59	7,855.12	8,051.51
	Annual	75,476.96	77,365.60	79,297.92	81,282.24	83,314.40	85,396.48	87,530.56	89,718.72	91,963.04	94,261.44	96,618.08
Accounting Technician II	Hourly	35.403	36.288	37.195	38.125	39.078	40.055	41.056	42.082	43.135	44.213	45.318
	Bi-Weekly	2,832.24	2,903.04	2,975.60	3,050.00	3,126.24	3,204.40	3,284.48	3,366.56	3,450.80	3,537.04	3,625.44
	Monthly	6,136.52	6,289.92	6,447.13	6,608.33	6,773.52	6,942.87	7,116.37	7,294.21	7,476.73	7,663.59	7,855.12
	Annual	73,638.24	75,479.04	77,365.60	79,300.00	81,282.24	83,314.40	85,396.48	87,530.56	89,720.80	91,963.04	94,261.44
Equipment Maintenance Technician II	Hourly	35.403	36.288	37.195	38.125	39.078	40.055	41.056	42.082	43.135	44.213	45.318
	Bi-Weekly	2,832.24	2,903.04	2,975.60	3,050.00	3,126.24	3,204.40	3,284.48	3,366.56	3,450.80	3,537.04	3,625.44
	Monthly	6,136.52	6,289.92	6,447.13	6,608.33	6,773.52	6,942.87	7,116.37	7,294.21	7,476.73	7,663.59	7,855.12
	Annual	73,638.24	75,479.04	77,365.60	79,300.00	81,282.24	83,314.40	85,396.48	87,530.56	89,720.80	91,963.04	94,261.44
Human Resources Technician II	Hourly	35.403	36.288	37.195	38.125	39.078	40.055	41.056	42.082	43.135	44.213	45.318
	Bi-Weekly	2,832.24	2,903.04	2,975.60	3,050.00	3,126.24	3,204.40	3,284.48	3,366.56	3,450.80	3,537.04	3,625.44
	Monthly	6,136.52	6,289.92	6,447.13	6,608.33	6,773.52	6,942.87	7,116.37	7,294.21	7,476.73	7,663.59	7,855.12
	Annual	73,638.24	75,479.04	77,365.60	79,300.00	81,282.24	83,314.40	85,396.48	87,530.56	89,720.80	91,963.04	94,261.44
Resource Recovery Technician II	Hourly	35.403	36.288	37.195	38.125	39.078	40.055	41.056	42.082	43.135	44.213	45.318
	Bi-Weekly	2,832.24	2,903.04	2,975.60	3,050.00	3,126.24	3,204.40	3,284.48	3,366.56	3,450.80	3,537.04	3,625.44
	Monthly	6,136.52	6,289.92	6,447.13	6,608.33	6,773.52	6,942.87	7,116.37	7,294.21	7,476.73	7,663.59	7,855.12
	Annual	73,638.24	75,479.04	77,365.60	79,300.00	81,282.24	83,314.40	85,396.48	87,530.56	89,720.80	91,963.04	94,261.44
Solid Waste Technician II	Hourly	35.403	36.288	37.195	38.125	39.078	40.055	41.056	42.082	43.135	44.213	45.318
	Bi-Weekly	2,832.24	2,903.04	2,975.60	3,050.00	3,126.24	3,204.40	3,284.48	3,366.56	3,450.80	3,537.04	3,625.44
	Monthly	6,136.52	6,289.92	6,447.13	6,608.33	6,773.52	6,942.87	7,116.37	7,294.21	7,476.73	7,663.59	7,855.12
	Annual	73,638.24	75,479.04	77,365.60	79,300.00	81,282.24	83,314.40	85,396.48	87,530.56	89,720.80	91,963.04	94,261.44

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE: MAY 12, 2025

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%
HHW Technician	Hourly	34.539	35.402	36.287	37.195	38.124	39.078	40.055	41.056	42.082	43.134	44.213
	Bi-Weekly	2,763.12	2,832.16	2,902.96	2,975.60	3,049.92	3,126.24	3,204.40	3,284.48	3,366.56	3,450.72	3,537.04
	Monthly	5,986.76	6,136.35	6,289.75	6,447.13	6,608.16	6,773.52	6,942.87	7,116.37	7,294.21	7,476.56	7,663.59
	Annual	71,841.12	73,636.16	75,476.96	77,365.60	79,297.92	81,282.24	83,314.40	85,396.48	87,530.56	89,718.72	91,963.04
Accounting Technician I	Hourly	32.072	32.874	33.696	34.538	35.401	36.286	37.194	38.123	39.076	40.053	41.055
	Bi-Weekly	2,565.76	2,629.92	2,695.68	2,763.04	2,832.08	2,902.88	2,975.52	3,049.84	3,126.08	3,204.24	3,284.40
	Monthly	5,559.15	5,698.16	5,840.64	5,986.59	6,136.17	6,289.57	6,446.96	6,607.99	6,773.17	6,942.52	7,116.20
	Annual	66,709.76	68,377.92	70,087.68	71,839.04	73,634.08	75,474.88	77,363.52	79,295.84	81,278.08	83,310.24	85,394.40
Equipment Maintenance Technician I	Hourly	32.072	32.874	33.696	34.538	35.401	36.286	37.194	38.123	39.076	40.053	41.055
	Bi-Weekly	2,565.76	2,629.92	2,695.68	2,763.04	2,832.08	2,902.88	2,975.52	3,049.84	3,126.08	3,204.24	3,284.40
	Monthly	5,559.15	5,698.16	5,840.64	5,986.59	6,136.17	6,289.57	6,446.96	6,607.99	6,773.17	6,942.52	7,116.20
	Annual	66,709.76	68,377.92	70,087.68	71,839.04	73,634.08	75,474.88	77,363.52	79,295.84	81,278.08	83,310.24	85,394.40
Equipment Operator/Driver Lead	Hourly	32.072	32.874	33.696	34.538	35.401	36.286	37.194	38.123	39.076	40.053	41.055
	Bi-Weekly	2,565.76	2,629.92	2,695.68	2,763.04	2,832.08	2,902.88	2,975.52	3,049.84	3,126.08	3,204.24	3,284.40
	Monthly	5,559.15	5,698.16	5,840.64	5,986.59	6,136.17	6,289.57	6,446.96	6,607.99	6,773.17	6,942.52	7,116.20
	Annual	66,709.76	68,377.92	70,087.68	71,839.04	73,634.08	75,474.88	77,363.52	79,295.84	81,278.08	83,310.24	85,394.40
Heavy Equipment Operator Lead	Hourly	32.072	32.874	33.696	34.538	35.401	36.286	37.194	38.123	39.076	40.053	41.055
	Bi-Weekly	2,565.76	2,629.92	2,695.68	2,763.04	2,832.08	2,902.88	2,975.52	3,049.84	3,126.08	3,204.24	3,284.40
	Monthly	5,559.15	5,698.16	5,840.64	5,986.59	6,136.17	6,289.57	6,446.96	6,607.99	6,773.17	6,942.52	7,116.20
	Annual	66,709.76	68,377.92	70,087.68	71,839.04	73,634.08	75,474.88	77,363.52	79,295.84	81,278.08	83,310.24	85,394.40
Human Resources Technician I	Hourly	32.072	32.874	33.696	34.538	35.401	36.286	37.194	38.123	39.076	40.053	41.055
	Bi-Weekly	2,565.76	2,629.92	2,695.68	2,763.04	2,832.08	2,902.88	2,975.52	3,049.84	3,126.08	3,204.24	3,284.40
	Monthly	5,559.15	5,698.16	5,840.64	5,986.59	6,136.17	6,289.57	6,446.96	6,607.99	6,773.17	6,942.52	7,116.20
	Annual	66,709.76	68,377.92	70,087.68	71,839.04	73,634.08	75,474.88	77,363.52	79,295.84	81,278.08	83,310.24	85,394.40
Resource Recovery Technician I	Hourly	32.072	32.874	33.696	34.538	35.401	36.286	37.194	38.123	39.076	40.053	41.055
	Bi-Weekly	2,565.76	2,629.92	2,695.68	2,763.04	2,832.08	2,902.88	2,975.52	3,049.84	3,126.08	3,204.24	3,284.40
	Monthly	5,559.15	5,698.16	5,840.64	5,986.59	6,136.17	6,289.57	6,446.96	6,607.99	6,773.17	6,942.52	7,116.20
	Annual	66,709.76	68,377.92	70,087.68	71,839.04	73,634.08	75,474.88	77,363.52	79,295.84	81,278.08	83,310.24	85,394.40
Solid Waste Technician I	Hourly	32.072	32.874	33.696	34.538	35.401	36.286	37.194	38.123	39.076	40.053	41.055
	Bi-Weekly	2,565.76	2,629.92	2,695.68	2,763.04	2,832.08	2,902.88	2,975.52	3,049.84	3,126.08	3,204.24	3,284.40
	Monthly	5,559.15	5,698.16	5,840.64	5,986.59	6,136.17	6,289.57	6,446.96	6,607.99	6,773.17	6,942.52	7,116.20
	Annual	66,709.76	68,377.92	70,087.68	71,839.04	73,634.08	75,474.88	77,363.52	79,295.84	81,278.08	83,310.24	85,394.40
Administrative Assistant II	Hourly	30.527	31.290	32.072	32.874	33.696	34.538	35.402	36.287	37.194	38.124	39.077
	Bi-Weekly	2,442.16	2,503.20	2,565.76	2,629.92	2,695.68	2,763.04	2,832.16	2,902.96	2,975.52	3,049.92	3,126.16
	Monthly	5,291.35	5,423.60	5,559.15	5,698.16	5,840.64	5,986.59	6,136.35	6,289.75	6,446.96	6,608.16	6,773.35
	Annual	63,496.16	65,083.20	66,709.76	68,377.92	70,087.68	71,839.04	73,636.16	75,476.96	77,363.52	79,297.92	81,280.16

SALINAS VALLEY SOLID WASTE AUTHORITY
SALARY SCHEDULE
EFFECTIVE: MAY 12, 2025

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%
Equipment Operator/Driver	Hourly	29.056	29.783	30.527	31.290	32.073	32.875	33.696	34.539	35.402	36.287	37.195
	Bi-Weekly	2,324.48	2,382.64	2,442.16	2,503.20	2,565.84	2,630.00	2,695.68	2,763.12	2,832.16	2,902.96	2,975.60
	Monthly	5,036.37	5,162.39	5,291.35	5,423.60	5,559.32	5,698.33	5,840.64	5,986.76	6,136.35	6,289.75	6,447.13
	Annual	60,436.48	61,948.64	63,496.16	65,083.20	66,711.84	68,380.00	70,087.68	71,841.12	73,636.16	75,476.96	77,365.60
Heavy Equipment Operator	Hourly	29.056	29.783	30.527	31.290	32.073	32.875	33.696	34.539	35.402	36.287	37.195
	Bi-Weekly	2,324.48	2,382.64	2,442.16	2,503.20	2,565.84	2,630.00	2,695.68	2,763.12	2,832.16	2,902.96	2,975.60
	Monthly	5,036.37	5,162.39	5,291.35	5,423.60	5,559.32	5,698.33	5,840.64	5,986.76	6,136.35	6,289.75	6,447.13
	Annual	60,436.48	61,948.64	63,496.16	65,083.20	66,711.84	68,380.00	70,087.68	71,841.12	73,636.16	75,476.96	77,365.60
Administrative Assistant I	Hourly	27.656	28.348	29.056	29.783	30.527	31.291	32.073	32.875	33.697	34.539	35.402
	Bi-Weekly	2,212.48	2,267.84	2,324.48	2,382.64	2,442.16	2,503.28	2,565.84	2,630.00	2,695.76	2,763.12	2,832.16
	Monthly	4,793.71	4,913.65	5,036.37	5,162.39	5,291.35	5,423.77	5,559.32	5,698.33	5,840.81	5,986.76	6,136.35
	Annual	57,524.48	58,963.84	60,436.48	61,948.64	63,496.16	65,085.28	66,711.84	68,380.00	70,089.76	71,841.12	73,636.16
HHW Maintenance Worker II	Hourly	26.982	27.656	28.347	29.056	29.783	30.527	31.290	32.073	32.874	33.696	34.539
	Bi-Weekly	2,158.56	2,212.48	2,267.76	2,324.48	2,382.64	2,442.16	2,503.20	2,565.84	2,629.92	2,695.68	2,763.12
	Monthly	4,676.88	4,793.71	4,913.48	5,036.37	5,162.39	5,291.35	5,423.60	5,559.32	5,698.16	5,840.64	5,986.76
	Annual	56,122.56	57,524.48	58,961.76	60,436.48	61,948.64	63,496.16	65,083.20	66,711.84	68,377.92	70,087.68	71,841.12
Scalehouse Cashier	Hourly	26.982	27.656	28.347	29.056	29.783	30.527	31.290	32.073	32.874	33.696	34.539
	Bi-Weekly	2,158.56	2,212.48	2,267.76	2,324.48	2,382.64	2,442.16	2,503.20	2,565.84	2,629.92	2,695.68	2,763.12
	Monthly	4,676.88	4,793.71	4,913.48	5,036.37	5,162.39	5,291.35	5,423.60	5,559.32	5,698.16	5,840.64	5,986.76
	Annual	56,122.56	57,524.48	58,961.76	60,436.48	61,948.64	63,496.16	65,083.20	66,711.84	68,377.92	70,087.68	71,841.12
HHW Maintenance Worker I	Hourly	24.443	25.054	25.680	26.322	26.981	27.655	28.346	29.055	29.781	30.526	31.289
	Bi-Weekly	1,955.44	2,004.32	2,054.40	2,105.76	2,158.48	2,212.40	2,267.68	2,324.40	2,382.48	2,442.08	2,503.12
	Monthly	4,236.79	4,342.69	4,451.20	4,562.48	4,676.71	4,793.53	4,913.31	5,036.20	5,162.04	5,291.17	5,423.43
	Annual	50,841.44	52,112.32	53,414.40	54,749.76	56,120.48	57,522.40	58,959.68	60,434.40	61,944.48	63,494.08	65,081.12
Diversion Systems Maintenance Worker	Hourly	23.264	23.846	24.442	25.053	25.679	26.321	26.979	27.654	28.345	29.054	29.780
	Bi-Weekly	1,861.12	1,907.68	1,955.36	2,004.24	2,054.32	2,105.68	2,158.32	2,212.32	2,267.60	2,324.32	2,382.40
	Monthly	4,032.43	4,133.31	4,236.61	4,342.52	4,451.03	4,562.31	4,676.36	4,793.36	4,913.13	5,036.03	5,161.87
	Annual	48,389.12	49,599.68	50,839.36	52,110.24	53,412.32	54,747.68	56,116.32	57,520.32	58,957.60	60,432.32	61,942.40
Diversion Worker II	Hourly	21.077	21.604	22.144	22.697	23.265	23.846	24.442	25.053	25.680	26.322	26.980
	Bi-Weekly	1,686.16	1,728.32	1,771.52	1,815.76	1,861.20	1,907.68	1,955.36	2,004.24	2,054.40	2,105.76	2,158.40
	Monthly	3,653.35	3,744.69	3,838.29	3,934.15	4,032.60	4,133.31	4,236.61	4,342.52	4,451.20	4,562.48	4,676.53
	Annual	43,840.16	44,936.32	46,059.52	47,209.76	48,391.20	49,599.68	50,839.36	52,110.24	53,414.40	54,749.76	56,118.40
Diversion Worker I	Hourly	19.095	19.572	20.061	20.563	21.077	21.604	22.144	22.697	23.265	23.846	24.443
	Bi-Weekly	1,527.60	1,565.76	1,604.88	1,645.04	1,686.16	1,728.32	1,771.52	1,815.76	1,861.20	1,907.68	1,955.44
	Monthly	3,309.80	3,392.48	3,477.24	3,564.25	3,653.35	3,744.69	3,838.29	3,934.15	4,032.60	4,133.31	4,236.79
	Annual	39,717.60	40,709.76	41,726.88	42,771.04	43,840.16	44,936.32	46,059.52	47,209.76	48,391.20	49,599.68	50,841.44



Report to the Board of Directors

Date: April 17, 2025
From: Janna Faulk, Recycling Coordinator
Title: Recycling Recognition

ITEM NO. 8

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. 8

Recycling Award

Published 4/10/25

1

Villa San Miguel Apartments

Manager: Erika Cruz

- Pilot Program 2022
- Training December 14, 2022
- 50 Units
- 4 enclosures = 4 carts

Area de la Basura / Garbage Enclosure



Photos taken January 2023



2

Pajaro Townhomes Apartments

Manager: Angel Lara

- Training December 10, 2024
- 28 units
- 1 Enclosure = 1 cart



December 18th
One week after training



Photo taken
February 12th

3

Successful Food Scraps Program in Apartment Complexes

Salinas

- Mountainview Townhomes (CHISPA)
- Fairway Apartments
- Village Green Apartments
- 985 Acosta Plaza
- Salinas Pointe Apts

Gonzales

- Canyon Creek Town Homes (CHISPA)
- Tri-star Apartments

Soledad

- 34055 Front Street
- 1050 State Street
- Chispa Las Jicamas
- Chispa Soledad Townhomes

Greenfield

- 130 Ninth Street
- 20 tenth street
- Chispa Walnut Place
- Chispa Vineyard Green

King City

- King's Station Apartments
- 118 Basset St
- 412 Lynn St
- 329 North Third
- 402South Third
- 421 San Lorenzo Ave

4



Report to the Board of Directors

Date: April 17, 2025
From: Sara Papineau-Brand and Julia Brooker,
 Resource Recovery Technicians
Title: Youth Council Update

ITEM NO. 9
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

'24 - '25 SVR YOUTH COUNCIL SUCSESSES



Published on 4/10/25

1

WHOLE GROUP PROJECTS

Video Reels

Custom
Design
Labels

2

VIDEO REELS



Youth Council members got to collaborate with their school group to create and perform video content.

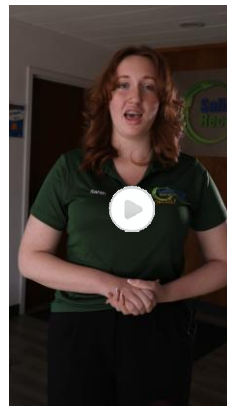


Worked with Saul Cardenas from Cardenas Video to create and film video content for recruitment and school specific educational videos.



Learn key videography concepts such as collaboration, flexibility, scheduling, filming, location selection, script timing, and lighting.

Recruitment Video



CUSTOM DESIGN BIN LABELS

5



6



ALISAL
HIGH SCHOOL

Alisal Lead To Green Project

By: Alexis, Rosa, Gustavo

9

Our Situation



3 Students concerned about Recycling & Food Waste



Noticed little effort at school to promote proper waste habits.



Joined Salinas Valley Recycling Youth Council to address the issue.

10

Our Plan



PLAN TO ADD MORE RECYCLING BINS AROUND CAMPUS.



ATTACH CLEAR, MODERN SIGNS TO HELP STUDENTS QUICKLY IDENTIFY THE CORRECT BIN.



LONG-TERM GOAL: START A SCHOOL GARDEN USING COMPOST FROM CAFETERIA FOOD SCRAPS.



HOPE TO EXPAND THE GARDEN INTO A COMMUNITY PROJECT TO TEACH COMPOSTING ACROSS SALINAS.

Our Resources



Salinas Valley Recycles



Our Local Community



Our Shared Background

Our School's Response

Our Vice Principal warned us that some people may doubt our project or question our knowledge.

Despite that, he expressed full support and shared that he's also an advocate for a greener planet.

His backing gave us more confidence to push forward with our plans.

13

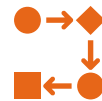
Our Outcome



We're still actively working on the project.




Currently setting up more meetings to get full permission for food waste and additional recycling bins.



Progress is ongoing, and we're committed to making it happen.

14



Our Future

- ▶ We believe this project can have a lasting impact with the right support.
- ▶ If students and staff stay involved, there's no doubt it can continue long-term.
- ▶ Our team and the environmental club are committed to helping maintain and clean the bins.

15

How its going



WE BELIEVE WE'RE ON THE RIGHT TRACK, KNOWING REAL CHANGE TAKES TIME.



WE'RE GIVING OUR PRINCIPALS SPACE WHILE CONTINUING TO STAY VISIBLE AND ENGAGED.

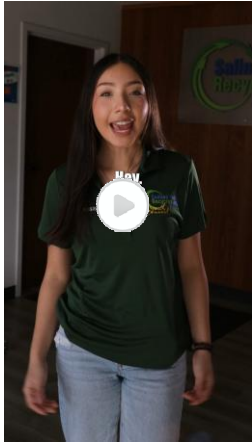


THE HARDEST PART IS CONVINCING SOME ADMINISTRATORS WHO WORRY IT'LL BE TOO MUCH WORK OR MESS.



ONCE WE GET FULL SUPPORT, WE KNOW IT'LL BE EASIER TO MOVE FORWARD.

16



Make A Difference

17



Food Scraps School Project



Rancho San Juan High School

By: Jenny De La Cruz Robles



18

OUR PLAN


01
GET APPROVAL
Schedule a meeting with admin

02
EDUCATE
Create presentations about recycling

03
IMPLEMENT
Bring green carts onto campus

STEP ONE

Scheduled a meeting with administration, our youth council members, and our mentors. We gained the green light to move forward and suggestions.






STEP TWO

We began creating a slide deck prior to our meeting. After receiving feedback, we started revising it. Next, we will record the presentation to distribute to classes to educate our students.

The difference between trash and recycle

Trash	Recycle
<p>Definition: Discarded matter</p> <ul style="list-style-type: none">-Can not rot or be repurposed to be used again (recycled)-Goes to landfill, where it stays FOREVER	<p>Definition: Convert (waste) into reusable material</p> <ul style="list-style-type: none">-Can be repurposed or made into a new product-Can continuously be recycled unless it reaches the end of its life (downcycling, such as plastics)



What can be recycled in this picture?

21

EXTRA ACCOMPLISHMENTS

REELS



RAISING AWARENESS

Used the topic of increasing environmental literacy and skills, as well as the rapidly filling landfills in Salinas to create my speech for the United States Academic Decathlon Speech Competition, which won a medal.

The speech was presented to judges from the Decathlon all over CA.

22

OUR GOALS



PRESENTATION

Present our slides to classes and take a speech to the district board



IMPLEMENTATION

Bring in the green carts for a trail run with SVRYC as demonstrators



ADVOCATION

Address the issue surrounding the place the recyclables are being thrown by custodians



Salinas High High School

Sarah Billman, Julian Brandt, Steven Brandt



Cleaning Up Recycling Program



RE-LABEL ALL TRASH, RECYCLE
& FOOD WASTE CARTS/BINS ON
CAMPUS WITH NEW LABELS



PLACE RECYCLING POSTERS IN
EACH CLASSROOM NEAR BLUE
RECYCLING BINS

25

Notre Dame High High School

Lauren Asuncion & Andrea Lagasca



26

Project Main Ideas



To Educate
Students about



Sustainability



The effects of
fast fashion and
how to reduce it



Reusing clothing



Protecting the
environment

27

School Projects



School Wide Presentation on Fast Fashion and Food Waste



Convinced school to purchase new trash containers that have recycle bins next to each one



New bins will be labeled with the new bin stickers that the Youth Council created collaboratively

28

End of the Year Events



EARTH DAY COMMUNITY
EVENT - APRIL 26



WRAP-UP LUNCH

Honoring Our Seniors



SVR Agenda Item - View Ahead 2025						
	May	Jun	Jul	Aug (Special - 4pm)	Sep	Oct
A					Employee of the Year Recognition	
1	Minutes	Minutes	MEETINGS RECESS	May Claims/Financials (EC)	Claims/Financials (EC)	Minutes
2	Claims/Financials (EC)	Claims/Financials (EC)		June Claims/Financials (EC)	Member Agencies Activities Report	Claims/Financials (EC)
3	1st Qtr. Tonnage & Diversion Report	Member Agencies Activities Report		June 30 Cash & Investments Report (EC)	New FY Grants & CIP Budget (EC)	Audit Report Previous FY (EC)
4	Member Agencies Activities Report	Arroyo Construction Agreement Amendment		Member Agencies Activities Report	2024-25 Annual Report	FY 2024-25 AB 939 Program Wrap Up / All Things AB 939 (EC)
5	ACT Inc. Agreement Amendment	Award Contract for Janitorial Services		2nd Qtr. Tonnage & Diversion Report		
6	City of Gonzales Franchise Contract Administration	Roadside Litter Cleanups Update		Annual Tonnage & Diversion Performance Report		
7	City of Soledad Franchise Contract Administration			Board of Directors Strategic Planning Workshop		
8	City of Greenfield Franchise Contract Administration					
9	City of King Franchise Contract Administration					
10	Vendors Exceeding \$50K FY 2025-26					
11	Award Contract for Waste Characterization Study					
12	Award Contract for LFG Drilling Services					
13	Vision Engineering Contract Amendment					
14	CCPP Supplemental Appropriation (EC)					
15	Co. of Mo. Litter Abatement MOU Amendment No. 2					
16	Public Hearing: CH Transfer Station CEQA					
17	2024 Franchise Hauler Performance Report					

Consent
Presentation
Consideration
<i>Closed Session</i>

[Other] (Public Hearing, Recognition, Informational, etc.)
 (EC) Executive Committee
 (sp) Strategic Plan Item