



AMENDED

Agenda

EXECUTIVE COMMITTEE

THURSDAY, November 3, 2016

4:00 p.m.

Conference Room

128 Sun Street, Suite 101, Salinas, California

CALL TO ORDER

ROLL CALL

President	Jyl Lutes (City of Salinas)
Vice President	Simon Salinas (County of Monterey)
Alternate Vice President	Richard Perez (City of Soledad)
Past President	Elizabeth Silva (City of Gonzales)

GENERAL MANAGER AND DEPARTMENT MANAGER COMMENTS

COMMITTEE MEMBER COMMENTS

PUBLIC COMMENTS

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

CONSIDERATION ITEMS

1. [Minutes of June 2, 2016 Meeting](#)

- A. Committee Discussion
- B. Public Comment
- C. Recommended Committee Action – Approval

2. [September 2016 Claims and Financial Reports](#)

- A. Receive a report from Finance Manager Ray Hendricks
- B. Committee Discussion
- C. Public Comment
- D. Recommended Committee Action – Forward to the Board for Approval

3. [Implementation of a Longevity Program](#)

- A. Receive a report from HR/Organizational Development Manager Rose Gill
- B. Committee Discussion
- C. Public Comment
- D. Recommended Committee Action – Provide Input

* ADDED

4. [King City Waste Collection Franchise Renewal – Transfer Costs](#)

- A. Receive a report from General Manager Patrick Mathews, General Manager/CAO
- B. Committee Discussion
- C. Public Comment
- D. Recommended Committee Action – Provide Input

FUTURE AGENDA ITEMS

5. [Future Agenda Items – View Ahead Calendar](#)

ADJOURNMENT

This amended meeting agenda was posted at the Salinas Valley Solid Waste Authority office at 128 Sun Street, Suite 101, Salinas, on **Monday, October 31, 2016**. The Executive Committee will next meet in regular session on **Thursday, December 1, 2016, at 4:00 p.m.** Staff reports for the Authority Executive Committee meetings are available for review at 128 Sun Street, Suite 101, Salinas, California 93901, Phone 831-775-3000 and at www.salinasvalleyrecycles.org.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact Elia Zavala, Clerk of the Board, at 831-775-3000. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II)

**MINUTES OF MEETING
SALINAS VALLEY SOLID WASTE AUTHORITY
EXECUTIVE COMMITTEE
June 2, 2016**


Draft

CALL TO ORDER

President Lutes called the meeting to order at 4:05 p.m.

Committee Members Present

Jyl Lutes	President
Simon Salinas	Vice President
Richard Perez	Alternate Vice President
Elizabeth Silva	Immediate Past President

ITEM NO. 1
Agenda Item

General Manager/CAO
N/A
General Counsel

Staff Members Present

Patrick Mathews, <i>General Manager/CAO</i>	Brian Kennedy, <i>Engineering and Environmental Compliance Manager</i>
Susan Warner, <i>Asst. General Manager/ Diversion Manager</i>	Rose Gill, <i>Human Resources/Organizational Development Manager</i>
Ray Hendricks, <i>Finance Manager</i>	Elia Zavala, <i>Clerk of the Board</i>
Cesar Zuniga, <i>Operations Manager</i>	

GENERAL MANAGER AND DEPARTMENT MANAGER COMMENTS

Finance Manager Hendricks announced that for the second time, the agency received an award for its Comprehensive Annual Financial Report (CAFR).

COMMITTEE MEMBER COMMENTS

None

PUBLIC COMMENT

(4:08) None

CONSIDERATION ITEMS

1. Minutes of February 4, 2016, Special Meeting

Public Comment: None

Committee Action: Vice President Salinas made a motion to approve the minutes as presented. Past President Silva seconded the motion. The motion passed unanimously.

2. April 2016 Claims and Financial Reports

(4:09) Finance Manager Hendricks provided a report, stating that the expenditures are comparable to last year and that there is a slight increase in revenues.

Public Comment: None

Committee Discussion: The Committee discussed the increase in tonnage.

Committee Action: Vice President Salinas made a motion forward to the Board for approval. Past President Silva seconded the motion. The motion passed unanimously.

3. A Resolution Establishing the Investment Policy

(4:11) Finance Manager Hendricks reviewed the investment policy, which reflects no changes at this time.

Public Comment: None

Committee Discussion: The Committee received the report.

Committee Action: Vice President Salinas made a motion to forward the item to the Board for approval. Past President Silva seconded the motion. The motion passed unanimously.

4. Update on Interagency Collaboration with Monterey Regional Waste Management District (District)

(4:14) General Manager/CAO Mathews provided an update indicating that the District has reiterated that it is not interested in joint governance or a merger with the Authority. It is not currently interested in the Clean Fiber and Organics Recovery System, but will evaluate it after the environmental review studies are complete. However, it is interested in contracted landfill disposal and/or processing services.

Public Comment: None

Committee Discussion: The Committee discussed the concept and timing of establishing an ad hoc committee.

Committee Action: Vice President Salinas made a motion to forward the report to the Board for discussion. Past President Silva seconded the motion. The motion passed unanimously.

FUTURE AGENDA ITEMS

5. Agenda Items – View Ahead

The Committee reviewed the future agenda items. Staff reminded the Committee of the strategic planning retreat scheduled in July.

ADJOURNMENT

(4:52) President Lutes adjourned the meeting.

APPROVED: _____
Jyl Lutes, President

ATTEST: _____
Elia Zavala, Clerk of the Board



Report to the Executive Committee

ITEM NO. 2

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A
General Counsel

Date: November 3, 2016
From: Ray Hendricks, Finance Manager
Title: September 2016 Claims and Financial Reports

RECOMMENDATION

Staff recommends acceptance of the September 2016 Claims and Financial Reports.

DISCUSSION & ANALYSIS

Please refer to the attached financial reports and checks issued report for the month of September for a summary of the Authority's financial position as of September 30, 2016. Following are highlights of the Authority's financial activity for the month of September.

Results of Operations (Consolidated Statement of Revenues and Expenditures)

For the month of September 2016, FY 2016-17 operating revenue exceeded expenditures by \$649,051. Year to Date operating revenues exceeded expenditures by \$764,705.

Revenues (Consolidated Statement of Revenues and Expenditures)

After three months of the fiscal year (25.0% of the fiscal year), revenues total \$4,926,701 or 28.4% of the total annual revenues forecast of \$17,354,800. September Tipping Fees totaled \$1,136,651 and for the year to date totaled \$3,412,005 or 29.3% of the forecasted total of \$11,645,600.

Operating Expenditures (Consolidated Statement of Revenues and Expenditures)

As of September 30 (25.0% of the fiscal year), year-to-date operating expenditures total \$4,161,996. This is 26.2% of the operating budget of \$15,902,000.

Capital Project Expenditures (Consolidated Grant and CIP Expenditures Report)

For the month of September 2016, capital project expenditures totaled \$133,729. \$85,999 of the total was for the Jolon Road Equipment Purchase project.

The FY 2016-17 Capital Improvement Projects Budget is approved with carryovers by the Board separate from the Operating Budget. The September report reflects the budget approved by the Board on September 15, 2016.

Claims Checks Issued Report

The Authority's Checks Issued Report for the month of September 2016 is attached for review and acceptance. September disbursements total \$1,024,886 of which \$558,862 was paid from the payroll checking account for payroll and payroll related benefits.

Following is a list of vendors paid more than \$50,000 during the month of September 2016.

VENDOR	DESCRIPTION	AMOUNT
WESTERN TRAILER COMPANY	2017 WESTERN TRAILER LIVE FLOOR	85,999.00
VISION RECYCLING INC	GREENWASTE CONTAMINATION	125.00
	SSTS & JCLF GREENWASTE PROCESSING	73,769.44
WASTE MANAGEMENT INC	8/16 REPUBLIC TONNAGE TO MLTS	37,168.46
	8/16 JRTS OPERATIONS	60,233.16

Cash Balances

The Authority's cash position increased \$976,158.16 during September to \$17,827,403.12. Most of the cash balance is restricted, committed, or assigned as shown below:

Restricted by Legal Agreements:

Johnson Canyon Closure Fund	\$ 3,602,521.63
State & Federal Grants	-
BNY - Bond 2014A Payment	-
BNY - Bond 2014B Payment	-
BNY - Sub Pmt Cap One 2014 Eq Lease	-

Funds Held in Trust:

Central Coast Media Recycling Coalition	72,301.45
Employee Unreimbursed Medical Claims	5,537.28

Committed by Board Policy:

Expansion Fund (South Valley Revenues)	8,030,237.37
Designated for Capital Projects Reserve	-
Designated for Operating Reserve	254,527.02
Designated for Environmental Impairment Reserve	254,527.02
Salinas Rate Stabilization Fund	24,324.06

Assigned by Budget

Assigned for Capital Projects	2,792,970.35
Assigned for OPEB	291,400.00

Available for Operations 2,499,056.94

Total	<u>\$ 17,827,403.12</u>
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ATTACHMENTS

1. September 2016 Consolidated Statement of Revenues and Expenditures
2. September 2016 Consolidated Grant and CIP Expenditures Report
3. September 2016 Checks Issued Report



Salinas Valley Solid Waste Authority

Consolidated Statement of Revenues and Expenditure

For Period Ending September 30, 2016

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<u>Revenue Summary</u>							
Tipping Fees - Solid Waste	11,645,600	1,136,651	3,412,005	29.3 %	8,233,595	0	8,233,595
Tipping Fees - Surcharge	1,751,000	161,966	443,010	25.3 %	1,307,990	0	1,307,990
Tipping Fees - Diverted Materials	1,043,600	215,783	491,421	47.1 %	552,179	0	552,179
AB939 Service Fee	2,228,900	185,742	557,226	25.0 %	1,671,674	0	1,671,674
Charges for Services	124,500	0	0	0.0 %	124,500	0	124,500
Sales of Materials	309,500	4,010	8,359	2.7 %	301,141	0	301,141
Gas Royalties	220,000	0	0	0.0 %	220,000	0	220,000
Investment Earnings	31,700	5,633	13,992	44.1 %	17,708	0	17,708
Grants/Contributions	0	0	0	0.0 %	0	0	0
Other Non-Operating Revenue	0	688	688	0.0 %	(688)	0	(688)
Total Revenue	17,354,800	1,710,472	4,926,701	28.4 %	12,428,099	0	12,428,099
<u>Expense Summary</u>							
Executive Administration	446,000	33,808	77,401	17.4 %	368,599	781	367,818
Administrative Support	506,040	43,059	117,477	23.2 %	388,563	89,227	299,336
Human Resources Administration	368,400	33,617	78,749	21.4 %	289,651	2,512	287,139
Clerk of the Board	186,460	15,344	37,837	20.3 %	148,623	10,177	138,446
Finance Administration	622,550	47,927	136,977	22.0 %	485,573	28,667	456,906
Operations Administration	426,200	20,378	56,994	13.4 %	369,206	19,063	350,143
Resource Recovery	826,650	80,712	180,148	21.8 %	646,502	26,632	619,870
Marketing	75,000	9,149	11,399	15.2 %	63,601	59,851	3,750
Public Education	206,500	14,810	16,560	8.0 %	189,940	91,940	98,000
Household Hazardous Waste	781,600	51,975	119,790	15.3 %	661,810	4,921	656,889
C & D Diversion	80,000	0	0	0.0 %	80,000	0	80,000
Organics Diversion	690,200	73,769	73,769	10.7 %	616,431	0	616,431
Diversion Services	18,000	2,199	5,297	29.4 %	12,703	4,078	8,625



Salinas Valley Solid Waste Authority

Consolidated Statement of Revenues and Expenditure

For Period Ending September 30, 2016

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
Scalehouse Operations	478,650	54,382	108,608	22.7 %	370,042	8,094	361,948
JR Transfer Station	406,800	94,683	164,282	40.4 %	242,518	13,921	228,597
JR Recycling Operations	124,200	8,750	8,759	7.1 %	115,441	0	115,441
ML Transfer Station	185,000	37,077	69,963	37.8 %	115,037	0	115,037
SS Disposal Operations	713,800	68,134	185,392	26.0 %	528,408	45,659	482,750
SS Transfer Operations	954,500	77,021	207,649	21.8 %	746,851	21,104	725,747
SS Recycling Operations	590,000	44,189	98,055	16.6 %	491,945	3,274	488,671
JC Landfill Operations	2,365,900	104,086	410,537	17.4 %	1,955,363	306,702	1,648,661
JC Recycling Operations	374,300	30,159	63,555	17.0 %	310,745	2,670	308,075
Crazy Horse Postclosure Maintenance	609,200	73,592	164,058	26.9 %	445,142	19,457	425,685
Lewis Road Postclosure Maintenance	222,800	12,004	49,412	22.2 %	173,388	15,071	158,317
Johnson Canyon ECS	309,700	15,205	20,106	6.5 %	289,594	13,067	276,527
Jolon Road Postclosure Maintenance	204,650	9,108	120,663	59.0 %	83,987	333	83,654
Sun Street ECS	185,300	6,287	15,422	8.3 %	169,878	19,115	150,763
Debt Service - Interest	1,653,300	0	831,062	50.3 %	822,238	0	822,238
Debt Service - Principal	1,052,300	0	685,868	65.2 %	366,432	0	366,432
Closure Set-Aside	238,000	0	46,207	19.4 %	191,793	0	191,793
Total Expense	15,902,000	1,061,421	4,161,996	26.2 %	11,740,004	806,315	10,933,688
Revenue Over/(Under) Expenses	1,452,800	649,051	764,705	52.6 %	688,095	(806,315)	1,494,410



Salinas Valley Solid Waste Authority

Consolidated Grant and CIP Expenditure Report

For Period Ending September 30, 2016

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<u>Fund 180 - Expansion Fund</u>							
180 9804 Long Range Facility Needs EIR	531,664	11,962	12,667	2.4 %	518,997	476,242	42,755
180 9805 Harrison Road	75,000	1,250	1,250	1.7 %	73,750	0	73,750
180 9806 Long Range Financial Model	95,000	10,954	10,954	11.5 %	84,046	45,101	38,945
180 9807 GOE Autoclave Final Project	100,000	0	0	0.0 %	100,000	0	100,000
Total Fund 180 - Expansion Fund	801,664	24,165	24,871	3.1 %	776,793	521,343	255,450
<u>Fund 211 - State Grants</u>							
211 9206 HHW HD25-15-0003	23,870	0	240	1.0 %	23,629	0	23,629
211 9208 Tire Amnesty 2015-16	23,193	1,100	2,412	10.4 %	20,781	6,800	13,981
211 9209 Tire Derived Aggregate 5-15-0004	66,373	0	0	0.0 %	66,373	0	66,373
211 9247 Cal Recycle - CCPP	95,345	1,650	9,205	9.7 %	86,140	14,903	71,237
211 9248 Cal Recycle - 2014-15 CCPP	19,517	10,000	19,517	100.0 %	0	0	0
Total Fund 211 - State Grants	228,299	12,750	31,375	13.7 %	196,923	21,703	175,220
<u>Fund 216 - Reimbursement Fund</u>							
216 9802 Autoclave Demonstration Unit	141,499	0	0	0.0 %	141,499	0	141,499
216 9804 Long Range Facility Needs EIR	274,569	6,257	6,257	2.3 %	268,312	237,227	31,085
Total Fund 216 - Reimbursement Fund	416,067	6,257	6,257	1.5 %	409,811	237,227	172,584
<u>Fund 800 - Capital Improvement Projects Fund</u>							
800 9103 Closed Landfill Revenue Study	31,769	0	0	0.0 %	31,769	0	31,769
800 9316 CH Corrective Action Program	253,000	0	0	0.0 %	253,000	0	253,000
800 9319 CH LFG System Improvements	116,500	0	0	0.0 %	116,500	0	116,500
800 9401 LR LFG Replacement	67,500	0	0	0.0 %	67,500	0	67,500
800 9502 JC Flare Station Improvements	274,996	2,242	140,156	51.0 %	134,841	24,929	109,912
800 9506 JC Litter Control Barrier	50,000	0	0	0.0 %	50,000	0	50,000
800 9507 JC Corrective Action	100,000	0	0	0.0 %	100,000	0	100,000
800 9508 JC Drainage Modifications	35,000	0	0	0.0 %	35,000	0	35,000



Salinas Valley Solid Waste Authority

Consolidated Grant and CIP Expenditure Report

For Period Ending September 30, 2016

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
800 9509 JC Groundwater Wells	150,000	1,862	1,862	1.2 %	148,138	3,035	145,102
800 9510 JC LFG System (Vertical Wells)	30,000	0	0	0.0 %	30,000	0	30,000
800 9511 JC LFG System (Horizontal Wells)	30,000	0	0	0.0 %	30,000	0	30,000
800 9526 JC Equipment Replacement	80,900	0	0	0.0 %	80,900	0	80,900
800 9527 JC Module 7 Engineering and Constr	50,000	0	0	0.0 %	50,000	0	50,000
800 9528 JC Roadway Improvements	2,218,937	0	0	0.0 %	2,218,937	0	2,218,937
800 9529 JC Leachate Handling Sys	55,531	0	0	0.0 %	55,531	0	55,531
800 9601 JR Transfer Station Improvements	82,000	454	454	0.6 %	81,546	33,000	48,546
800 9602 JR Equipment Purchase	556,454	85,999	473,713	85.1 %	82,741	0	82,741
800 9701 SSTS Equipment Replacement	191,260	0	0	0.0 %	191,260	0	191,260
800 9702 SSTS NPDES Improvements	12,062	0	0	0.0 %	12,062	0	12,062
Total Fund 800 - Capital Improvement Projects	4,385,909	90,557	616,185	14.0 %	3,769,724	60,964	3,708,760
Total CIP Expenditures	5,831,939	133,729	678,688	11.6 %	5,153,252	841,237	4,312,014

Salinas Valley Solid Waste Authority
Checks Issued Report for 9/1/2016 to 9/30/2016

Check #		Check Date	Amount	Check Total
16844	ERNEST BELL D. JR JULY JANITORIAL SERVICES ALL SITES	9/2/2016	2,400.00	2,400.00
16845	ACME CAR WASH DEPARTMENT VEHICLE MAINTENANCE	9/14/2016	830.00	830.00
16846	ADMANOR, INC SVR MEDIA CAMPAIGNS CENTRAL COAST RECYCLING MEDIA COALITION DIVERSION MEDIA CAMPAIGN	9/14/2016	5,149.00 17,233.79 719.99	23,102.78
16847	AGRI-FRAME, INC JCLF FACILITY MAINTENANCE	9/14/2016	286.64	286.64
16848	AMERICAN SUPPLY CO. JCLF JANITORIAL SUPPLIES	9/14/2016	283.91	283.91
16849	AON RISK INSURANCE SERVICES WEST, INC . JC EQUIPMENT INSURANCE	9/14/2016	237.00	237.00
16850	AT&T MOBILITY FINANCE INTERNET	9/14/2016	83.30	83.30
16851	AT&T SERVICES INC ADMIN TELEPHONE SERVICE MONTHLY	9/14/2016	685.47	685.47
16852	BC LABORATORIES, INC LR LAB SERVICE	9/14/2016	412.00	412.00
16853	BECKS SHOE STORE, INC. SSTS EMPLOYEE UNIFORM	9/14/2016	180.87	180.87
16854	CARDLOCK FUELS SYSTEM, INC. SSTS EQUIPMENT FUEL JC EQUIPMENT FUEL	9/14/2016	4,236.37 2,353.22	6,589.59
16855	CITY CLERKS ASSOCIATION OF CALIFORNIA 2016 CCAC MEMBERSHIP	9/14/2016	160.00	160.00
16856	CITY OF GONZALES JC LF WATER	9/14/2016	124.25	124.25
16857	CLARK PEST CONTROL, INC PEST-AWAY SERVICE	9/14/2016	88.00	88.00
16858	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS EQUIPMENT MAINTENANCE	9/14/2016	401.97	401.97
16859	COMCAST INTERNET SERVICE	9/14/2016	182.23	182.23
16860	CSC OF SALINAS/YUMA SSTS EQUIPMENT MAINTANCE	9/14/2016	71.72	71.72
16861	CULTURAL COMMITTEE OF SALINAS 2016 COMMUNITY EVENT SPONSORSHIP	9/14/2016	1,500.00	1,500.00
16862	DOUGLAS NOLAN SCHOOL ASSEMBLY PROGRAM	9/14/2016	750.00	750.00
16863	EAGLE STAR SECURITY SS SECURITY SERVICE	9/14/2016	912.00	912.00

Salinas Valley Solid Waste Authority
Checks Issued Report for 9/1/2016 to 9/30/2016

Check #		Check Date	Amount	Check Total
16864	ERNEST BELL D. JR SEPTEMBER JANITORIAL SERVICES ALL SITES	9/14/2016	2,400.00	2,400.00
16865	FERGUSON ENTERPRISES INC #795 JCLF FACILITY MAINTENANCE	9/14/2016	196.83	196.83
16866	FIRST NIGHT MONTEREY, INC COMMUNITY EVENT SPONSORSHIP 2016	9/14/2016	2,000.00	2,000.00
16867	GOLDEN STATE TRUCK & TRAILER REPAIR ALL SITES EQUIPMENT MAINTENANCE	9/14/2016	6,101.10	6,101.10
16868	**VOID**	9/14/2016	-	-
16869	**VOID**	9/14/2016	-	-
16870	GREEN LINE LIQUID WASTE HAULERS SSTS FACILITY MAINTENANCE	9/14/2016	3,947.50	3,947.50
16871	GREEN RUBBER - KENNEDY AG, LP JCLF FACILITY IMPROVEMNTS	9/14/2016	3,949.03	3,949.03
16872	GREENWASTE RECOVERY INC. CARPET RECYCLING	9/14/2016	823.75	823.75
16873	HERC RENTALS INC. CH EQUIPMENT RENATAL	9/14/2016	1,211.29	1,211.29
16874	HOME DEPOT ALL SITES FACILITY MAINTENANCE SUPPLEIS	9/14/2016	1,309.40	1,309.40
16875	**VOID**	9/14/2016	-	-
16876	JOHNSON ASSOCIATES ALL SITES SUPPLIES	9/14/2016	1,026.27	1,026.27
16877	JULIO GIL HHW DEPARTMENT SUPPLIES	9/14/2016	1,010.10	1,010.10
16878	MANUEL TINAJERO LR LANDSCAPING MAINTENANCE	9/14/2016	900.00	900.00
16879	MARTA M. GRANADOS BD MEETING INTERPRETER	9/14/2016	540.00	540.00
16880	MCGILLOWAY, RAY, BROWN & KAUFMAN ANNUAL AUDIT SERVICES	9/14/2016	2,300.00	2,300.00
16881	MONTEREY AUTO SUPPLY INC SS & JC EQUIPMENT REPAIR SUPPLIES	9/14/2016	2,637.26	2,637.26
16882	**VOID**	9/14/2016	-	-
16883	MONTEREY COUNTY HEALTH DEPARTMENT SSTS & JCLF ANNUAL PERMITS	9/14/2016	14,104.00	14,104.00
16884	NEXTEL OF CALIFORNIA, INC CELL PHONE SERVICE	9/14/2016	318.10	318.10

Salinas Valley Solid Waste Authority
Checks Issued Report for 9/1/2016 to 9/30/2016

Check #		Check Date	Amount	Check Total
16885	OFFICE DEPOT ADMINT DEPARTMENT SUPPLIES	9/14/2016	940.00	940.00
16886	ONE STOP AUTO CARE/V & S AUTO CARE, INC ADMIN VEHICLE MAINTENANCE	9/14/2016	81.09	81.09
16887	PACIFIC GAS AND ELECTRIC COMPANY SS TS EQUIPMENT AND VEHICLE FUEL	9/14/2016	155.80	155.80
16888	PERSONAL AWARDS INC SSTS EMPLOYEE UNIFORM	9/14/2016	955.13	955.13
16889	PINNACLE MEDICAL GROUP PRE EMPLOYMENT MEDICAL EXAMS	9/14/2016	280.00	280.00
16890	QUINN COMPANY JCLF EQUIPMENT MAINTENANCE	9/14/2016	169.19	169.19
16891	REPUBLIC SERVICES #471 TRASH DISPOSAL SERVICE	9/14/2016	71.46	71.46
16892	ROBERT BIXBY ASSOCIATES, INC. SSTS EQUIPMENT MAINTENANCE	9/14/2016	592.22	592.22
16893	RONNIE G. REHN SSTS FACILITY SUPPLIES	9/14/2016	105.85	105.85
16894	ROSE BACKFLOW SERVICES/JOAQUIN VASQUEZ SSTS FACILITY MAINTENANCE	9/14/2016	90.00	90.00
16895	STURDY OIL COMPANY SSTS EQUIPMENT MAINTENANCE	9/14/2016	1,655.58	1,655.58
16896	THE OFFSET PROJECT SPECIAL EVENT RECYCLING	9/14/2016	4,060.00	4,060.00
16897	UNITED RENTALS (NORTHWEST), INC CH EQUIPMENTAL RENTAL JCLF EQUIPMENT RENTAL	9/14/2016	828.00 6,656.63	7,484.63
16898	VERIZON WIRELESS SERVICES CELL PHONE SERVICE	9/14/2016	64.57	64.57
16899	WEST COAST RUBBER RECYCLING, INC TIRE AMNESTY TIRE RECYLING	9/14/2016	1,100.00	1,100.00
16900	WESTERN EXTERMINATOR COMPANY FACILITY VECTOR CONTROL	9/14/2016	364.50	364.50
16901	WESTERN TRAILER COMPANY 2017 WESTERN TRAILER LIVE FLOOR	9/14/2016	85,999.00	85,999.00
16902	FRANCHISE TAX BOARD MARVIN MARTINS REVOCABLE TRUST WITHHOLDING	9/16/2016	1,250.00	1,250.00
16903	ACE HARDWARE CORPORATION CH FACILITY SUPPLIES	9/22/2016	116.94	116.94
16904	AECOM TECHNICAL SERVICES, INC. PROJECT DESIGN AND CEQA SERVICES	9/22/2016	16,973.25	16,973.25
16905	AMERICAN SUPPLY CO. AMDIN JANITORIAL SERVICES	9/22/2016	90.35	90.35

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Check #		Check Date	Amount	Check Total
16906	ASBURY ENVIRONMENTAL SERVICES USED OIL COLLECTION	9/22/2016	80.00	80.00
16907	ASSURED AGGREGATES CO., INC LR FACILITY REPAIRS JCLF FACILITY MAINTENANCE	9/22/2016	1,595.86 1,466.25	3,062.11
16908	BANK OF NEW YORK ANNUAL SUPPLEMENTAL INDENTURE	9/22/2016	1,250.00	1,250.00
16909	BC LABORATORIES, INC CH LAB SERVICE	9/22/2016	169.00	169.00
16910	BECKS SHOE STORE, INC. SSTS EMPLOYEE UNIFORM	9/22/2016	227.25	227.25
16911	BRENDON OSMER JCLF EQUIPMENT MAINTENANCE	9/22/2016	2,165.00	2,165.00
16912	CALIFORNIA WATER SERVICE SS TS MONTHLY WATER SERVICE	9/22/2016	1,471.01	1,471.01
16913	CARDLOCK FUELS SYSTEM, INC. SS & JC EQUIPMENT FUEL	9/22/2016	14,723.46	14,723.46
16914	CH2M HILL, INC LONG RANGE FINANCIAL MODEL	9/22/2016	10,953.68	10,953.68
16915	CITY OF GONZALES JC LF WATER JC HOSTING FEE	9/22/2016	310.45 20,833.33	21,143.78
16916	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS EQUIPMENT MAINTENANCE	9/22/2016	157.69	157.69
16917	COSTCO WHOLESALE ALL SITES FACILITY SUPPLEIS	9/22/2016	72.93	72.93
16918	CSC OF SALINAS/YUMA SSTS FACILITY SUPPLIES	9/22/2016	58.93	58.93
16919	DON CHAPIN INC CH FACILITY MAINTENANCE	9/22/2016	380.00	380.00
16920	EAGLE STAR SECURITY SS SECURITY SERVICE	9/22/2016	1,824.00	1,824.00
16921	FERGUSON ENTERPRISES INC #795 JCLF FACILITY MAITNENANCE JCLF FACILITY MAITNENANCE	9/22/2016	2,848.93 620.83	3,469.76
16922	FIRST ALARM JCLF SAFETY ALARM	9/22/2016	35.00	35.00
16923	FULL STEAM STAFFING LLC ALL SITES CONTRACT LABOR	9/22/2016	11,810.36	11,810.36
16924	GOLDEN STATE TRUCK & TRAILER REPAIR SSTS & JCLF EQUIPMENT MAINTENANCE	9/22/2016	7,820.73	7,820.73
16925	**VOID**	9/22/2016	-	-

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Check #		Check Date	Amount	Check Total
16926	GONZALES ACE HARDWARE JC FACILITY SUPPLIES	9/22/2016	229.73	229.73
16927	GRAINGER SSTS SAFETY SUPPLIES	9/22/2016	288.92	288.92
16928	GREEN RUBBER - KENNEDY AG, LP JCLF FACILITY MAINTENANCE JR FACILITY MAINTENANCE	9/22/2016	342.25 741.47	1,083.72
16929	GREEN VALLEY INDUSTRIAL SUPPLY, INC JR VEHICLE MAINTENANCE	9/22/2016	350.76	350.76
16930	GUERITO SITES PORTABLE TOILET SERVICES	9/22/2016	1,028.00	1,028.00
16931	HD SUPPLY CONSTRUCTION SUPPLY, LTD BRANCH #6186 CH FACILITY MAINTENANCE	9/22/2016	4,219.88	4,219.88
16932	JUAN CAMACHO TRANING PER DIEM	9/22/2016	16.00	16.00
16933	JULIO GIL ALL SITES EQUIPMENT MAINTENT MAINTENANCE	9/22/2016	1,605.68	1,605.68
16934	LOUIS MARTINEZ JCLF EMPLOYEE UNIFORMS	9/22/2016	185.49	185.49
16935	MALLORY CO. INC HHW SAFETY SUPPLIES	9/22/2016	1,584.79	1,584.79
16936	MANUEL PEREA TRUCKING, INC. ALL SITES EQUIPMENT MAINTENANCE	9/22/2016	3,912.40	3,912.40
16937	MONICA AMBRIZ EMPLOYEE TRAINING PER DIEM	9/22/2016	20.00	20.00
16938	NEXIS PARTNERS, LLC ADMIN BUILDING RENT	9/22/2016	9,212.00	9,212.00
16939	OFFICE DEPOT ALL SITES OFFICE SUPPLIES	9/22/2016	791.15	791.15
16940	PACIFIC CREST ENGINEERING INC JC GEOTECHNICAL INVESTIGATION - POST REPORT	9/22/2016	215.00	215.00
16941	PACIFIC GAS AND ELECTRIC COMPANY SSTS EQUIPMENT FUEL	9/22/2016	327.22	327.22
16942	PARADIGM SOFTWARE, LLC JR SCALEHOUSE SOFTWARE SETUP	9/22/2016	9,911.25	9,911.25
16943	PENINSULA MESSENGER LLC BANK COURIER SERVICES	9/22/2016	360.00	360.00
16944	PINNACLE MEDICAL GROUP EMPLOYEE TESTING	9/22/2016	645.00	645.00
16945	PROBUILD COMPANY LLC CH FACILITY MAINTENANCE	9/22/2016	380.60	380.60
16946	QUINN COMPANY JCLF EQUIPMENT MAINTENANCE	9/22/2016	549.96	549.96

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16947	RONNIE G. REHN KEY DUPLICATION	9/22/2016	21.83	21.83
16948	SCALES UNLIMITED SSTS SCALES MAINTENANCE	9/22/2016	2,400.00	2,400.00
16949	SCS FIELD SERVICES JULY ENVIRONMENTAL SERVICES	9/22/2016	19,245.50	19,245.50
16950	**VOID**	9/22/2016	-	-
16951	SOUTH COUNTY NEWSPAPER ANNUAL SUBSCRIPTION	9/22/2016	49.70	49.70
16952	STURDY OIL COMPANY SSTS EQUIPMENT MAINTENANCE	9/22/2016	277.82	277.82
16953	THOMAS M BRUEN AUGUST LEGAL CONSULTING SERVICES	9/22/2016	3,811.99	3,811.99
16954	TOYOTA MATERIAL HANDLING HHW EQUIPMENT MAINTENANCE	9/22/2016	327.00	327.00
16955	TRI-COUNTY FIRE PROTECTION, INC. JR SAFETY SUPPLIES	9/22/2016	912.29	912.29
16956	VALLEY PACIFIC PETROLEUM SERVICES, INC. JCLF EQUIPMENT FUEL	9/22/2016	118.10	118.10
16957	VERIZON WIRELESS SERVICES CELL PHONE SERVICE	9/22/2016	81.02	81.02
16958	VISION RECYCLING INC GREENWASTE CONTAMINATION SS & JC GREENWASTE PROCESSING	9/22/2016	125.00 73,769.44	73,894.44
16959	WASTE MANAGEMENT INC AUGUST REPULIC TONNAGE TO MADISON	9/22/2016	37,168.46	37,168.46
16960	WEST COAST RUBBER RECYCLING, INC TIRE RECYCLING	9/22/2016	1,250.00	1,250.00
16961	AMERICAN SUPPLY CO. HHW JANITORIAL SUPPLIES	9/28/2016	445.61	445.61
16962	AON RISK INSURANCE SERVICES WEST, INC . VEHICLE INSURANCE RENEWAL	9/28/2016	2,268.00	2,268.00
16963	ASBURY ENVIRONMENTAL SERVICES HHW DISPOSAL & HAULING SERVICES	9/28/2016	80.00	80.00
16964	ASSOCIATION OF ENVIRONMENTAL PROFESSIONALS ASSOCIATION MEMBERSHIP	9/28/2016	150.00	150.00
16965	AT&T SERVICES INC TELEPHONE SERVICE MONTHLY	9/28/2016	423.15	423.15
16966	BC LABORATORIES, INC CH LAB SERVICE	9/28/2016	13,492.00	13,492.00
16967	BECKS SHOE STORE, INC. OPERATIONS EMPLOYEE UNIFORM	9/28/2016	525.49	525.49

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Check #		Check Date	Amount	Check Total
16968	BENZACO SCIENTIFIC, INC. SSTS FACILITY MAINTENANCE	9/28/2016	701.40	701.40
16969	CALIFORNIA HIGHWAY ADOPTION CO. LITTER CONTROL	9/28/2016	1,650.00	1,650.00
16970	CARDLOCK FUELS SYSTEM, INC. JCLF EQUIPMENT FUEL	9/28/2016	12,807.60	12,807.60
16971	CORIX WATER PRODUCTS CH FACILITY MAINTENANCE	9/28/2016	3,170.08	3,170.08
16972	CSC OF SALINAS/YUMA JRTS EQUIPMENT MAINTENANCE SSTS EQUIPMENT MAINTENANCE	9/28/2016	2,821.97 30.34	2,852.31
16973	CUTTING EDGE SUPPLY JRTS EQUIPMENT MAINTENANCE	9/28/2016	288.17	288.17
16974	EAGLE STAR SECURITY SS SECURITY SERVICE	9/28/2016	912.00	912.00
16975	EAST BAY TIRE CO. HHW EQUIPMENT MAINTENANCE	9/28/2016	24.00	24.00
16976	ALBERT MALDONADO 2015-16 ANNUAL REPORT PRINTING	9/28/2016	502.99	502.99
16977	FEDEX ADMIN OVERNIGHT SHIPPING	9/28/2016	36.89	36.89
16978	FELIPE ROCHA CH FACILITY MAINTENANCE	9/28/2016	594.00	594.00
16979	FERGUSON ENTERPRISES INC #795 SSTS FCILITY MAINTENANCE	9/28/2016	39.21	39.21
16980	FIRST ALARM SSTS FACILITY ALARM SERVICES	9/28/2016	35.00	35.00
16981	FULL STEAM STAFFING LLC ALL SITES CONTRACT LABOR	9/28/2016	9,310.54	9,310.54
16982	GEOLOGIC ASSOCIATES, INC. JULY GROUNDWATER MONITORING SERVICES	9/28/2016	24,806.07	24,806.07
16983	GOLDEN STATE TRUCK & TRAILER REPAIR JC & SS EQUIPMENT MAINTENANCE SSTS FACILITY REPAIR	9/28/2016	6,434.31 918.84	7,353.15
16984	**VOID**	9/28/2016	-	-
16985	GONZALES ACE HARDWARE JCLF FACILITY MAINTENANCE	9/28/2016	212.08	212.08
16986	GRAINGER JR SAFETY SUPPLIES	9/28/2016	192.37	192.37
16987	GREEN RUBBER - KENNEDY AG, LP JC & JR FACILITY MAINTENANCE	9/28/2016	617.77	617.77

Salinas Valley Solid Waste Authority
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Check #		Check Date	Amount	Check Total
16988	GREEN VALLEY INDUSTRIAL SUPPLY, INC JC & SS FACILITY SUPPLIES	9/28/2016	298.73	298.73
16989	GUARDIAN SAFETY AND SUPPLY, LLC JCLF SAFETY SUPPLIES	9/28/2016	563.61	563.61
16990	HD SUPPLY CONSTRUCTION SUPPLY, LTD BRANCH #6186 JR SAFETY SUPPLIES	9/28/2016	285.44	285.44
16991	HERC RENTALS INC. JR & CH EQUIPMENT RENTAL	9/28/2016	2,108.63	2,108.63
16992	HOME DEPOT ALL SITES FACILITY MAINTENANCE SUPPLIES	9/28/2016	1,298.30	1,298.30
16993	**VOID**	9/28/2016	-	-
16994	JUAN CAMACHO CH FACILITY MAINTENANCE	9/28/2016	32.41	32.41
16995	MALLORY CO. INC HHW SAFETY SUPPLIES	9/28/2016	786.12	786.12
16996	MANUEL PEREA TRUCKING, INC. SSTS EQUIPMENT MAINTENANCE	9/28/2016	402.03	402.03
16997	MONTEREY AUTO SUPPLY INC JC & SS EQUIPMENT MAINTENANCE SUPPLIES	9/28/2016	2,182.34	2,182.34
16998	MONTEREY NEWSPAPERS PARTNERSHIP ANNUAL SUBSCRIPTION	9/28/2016	352.92	352.92
16999	MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY SSTS SEWER SERVICES SSTS SEWER SERVICES	9/28/2016	29.92 634.36	664.28
17000	OFFICE DEPOT OFFICE SUPPLIES	9/28/2016	102.03	102.03
17001	PACIFIC GAS AND ELECTRIC COMPANY AUGUST MONTHLY ELECTRICITY	9/28/2016	17,598.02	17,598.02
17002	PITNEY BOWES - POSTAGE POSTAGE METER REFILL	9/28/2016	747.11	747.11
17003	PITNEY BOWES GLOBAL POSTAGE MACHINE QTR LEASE	9/28/2016	301.60	301.60
17004	PROBUILD COMPANY LLC SS & JR FACILITY MAINTENANCE SUPPLIES	9/28/2016	1,707.91	1,707.91
17005	PURE WATER BOTTLING POTABLE WATER SERVICE	9/28/2016	278.85	278.85
17006	QUINN COMPANY ALL SITES EQUIPMENT MAINTENANCE	9/28/2016	9,777.58	9,777.58
17007	RAMON N VALLEJO FINGERPRINT SERVICES	9/28/2016	332.00	332.00
17008	REPUBLIC SERVICES #471 TRASH DISPOSAL SERVICE	9/28/2016	71.46	71.46

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Check #		Check Date	Amount	Check Total
17009	SALINAS CALIFORNIAN DIVERSION WORKER AD	9/28/2016	674.22	674.22
17010	SHARPS SOLUTIONS, LLC HHW HAULING & DISPOSAL	9/28/2016	280.00	280.00
17011	SKINNER EQUIPMENT REPAIR, INC. JCLF EQUIPMENT MAINTENANCE	9/28/2016	996.70	996.70
17012	SUSAN WARNER SS COMPOST GARDEN SUPPLIES	9/28/2016	65.42	65.42
17013	WASTE MANAGEMENT INC AUGUST JR WM OPERATIONS	9/28/2016	60,233.16	60,233.16
17014	WESTERN EXTERMINATOR COMPANY FACILITY VECTOR CONTROL	9/28/2016	369.50	369.50
17015	WM. J. CLARK TRUCKING SERVICE INC. JR FACILITY REPAIR	9/28/2016	4,542.67	4,542.67
DFT2016662	WAGeworks FSA ADMIN FEES	9/12/2016	128.00	<u>128.00</u>
	SUBTOTAL:			466,323.85
	PAYROLL DISBURSEMENTS			<u>558,561.74</u>
	GRAND TOTAL			<u><u>1,024,885.59</u></u>



Report to the Executive Committee

ITEM NO. 3

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

Legal Counsel

Date: November 3, 2016

From: Rose Gill, Human Resources and Organizational Development Manager

Title: Implementation of a Longevity Program

RECOMMENDATION

Staff recommends that the Executive Committee review the proposed longevity program and provide direction to the Board of Directors.

STRATEGIC PLAN RELATIONSHIP

The recommended action helps support Goal, "Maintain a High Performance and Flexible Workforce", and Objective, "Research and recommend to the Board for direction whether to implement an employment longevity package".

FISCAL IMPACT

Funding for this item is not included in the current budget, however there are adequate salary savings from recent organizational changes to support the first six months of this program, if adopted effective January 1, 2017. An additional increase in salaries and benefits for fiscal year 2017-18 of approximately \$26,000 would be required for the next budget cycle.

If the proposed employee longevity program was to be implemented in 2016-17 fiscal year, the cost would be as follows for the first year:

- 3 Employees are eligible for 5.0% and 13 Employees eligible for 2.5%
- Longevity increases to base salaries including benefits would be approximately \$17,000 for the 6 months of the 2016/17 fiscal year and \$43,000 for the full 2017-18 fiscal year.

DISCUSSION & ANALYSIS

Staff surveyed eleven local agencies to review their respective longevity packages available to their employees. The survey showed many different longevity programs.

After considering the survey, staff proposes an increase in base salary of 2.5% at ten years, 2.5% at fifteen years, and 2.5% at twenty years. The proposed design best captures the benefit and coincides with our salary schedule and mirrors that of the Monterey Regional Waste Management District (2.5% at 10 years, 5% at 15 years), except it spreads out the second and third tier longevity increases to reduce cost impacts and lengthen the incentive period.

Longevity would be paid annually. The amount would be computed by multiplying the eligible employee's base annual salary by the appropriate percentage and rounded to the nearest dollar.

- 2.5% at 10 years of service
- 2.5% at 15 years of service
- 2.5% at 20 years of service

Options:

- Implement program as recommended by staff during the 2016/17 plan year, effective January 1, 2017
- Discuss and propose an alternative formula or methodology
- Defer consideration to the next MOU negotiations in 2018-19

BACKGROUND

Longevity pay is a benefit that has been requested during each annual employee survey and is currently part of the 2016-19 Strategic Plan.

SVR currently does not have an employee longevity program. The intent is to provide a tool for SVR to use in attracting and retaining qualified employees for service. The longevity pay plan recognizes and expresses SVR's appreciation for the long-term service of regular full-time employees.

ATTACHMENT(S)

1. None

SVR Agenda Items - View Ahead

2017

Item No. 5

17-Nov	15-Dec	Jan	25-Jan	Feb	Mar
		Election of Officers			
Minutes	Minutes	Minutes	SPECIAL MEETING 6-Month Strategic Planning Retreat	Minutes	Minutes
Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)		Claims/Financials (EC)	Claims/Financials (EC)
Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report		Member Agencies Activities Report	Member Agencies Activities Report
Strategic Plan Update	Strategic Plan Update	Strategic Plan Update		Strategic Plan Update	Strategic Plan Update
QTE Sept Tonnage & Diversion Reports	Annual County Used Oil Report	QTE December Cash & Investments		CAG Appointments	Public Hearing: Fee Sched Amend
HHW Collection Program in SoCo (sp)	City of Gonzales Franchise Contract Administration (exp 12/31/16)	QTE June Facilities Customer Survey		4th Qtr Tonnage & Diversion Report	New FY 17-18 Budget
Progress Report on Alternative Energy Project Development (sp)	City of Greenfield Franchise Contract Administration (exp 12/31/16)	LTFN EIR Qtrly Update (sp)		FY Preliminary Operating & CIP Budget (EC)	
Social Media Survey - Future Community Service Options (sp)	City of Soledad Franchise Contract Administration (exp 12/31/16)	Recyclables Alternative Outlets Plan & Resources Needs Assessmt (sp)			
Employee Longevity Plan (ec) (sp)	City of King Franchise Contract Administration	Food-to-Energy/ Composting Opportunities (sp)			
<i>GM Evaluation</i>	Prescription Drug Collection Program Options (sp)	Board member Public Outreach Participation (sp)			
	Reserves Allocation (EC)	Mid-Year Budget Adjustments (EC)			
	Audit Report (EC)	QTE June Facilities Customer Survey			
	Elections Nominating Committee	Annual Employee Survey Results			
	Self-Funding Programs and Services (sp)	Water Supply Study for Potential Excess Land Uses (sp)			
	<i>GM Evaluation</i>				

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

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