

**MINUTES
REGIONAL SOLID WASTE ASSOCIATION
Regular Meeting – April 1, 2010
Del Mar City Hall Annex
1050 Camino Del Mar
Del Mar, CA**

BOARD MEMBERS IN ATTENDANCE:

**Deputy Mayor Maggie Houlihan, City of Encinitas – RSWA Treasurer
Councilwoman Marie Waldron, City of Escondido
Mayor Ron Morrison, City of National City - RSWA Chairman
Council Member Mike Nichols, City of Solana Beach – RSWA Vice-Chairman
Council Member Frank Lopez, City of Vista - RSWA Board Secretary**

BOARD MEMBERS ABSENT:

**Mayor Richard Earnest , City of Del Mar
Deputy Mayor Carl Kruse, City of Poway**

STAFF RESOURCES IN ATTENDANCE:

**Lin Wurbs, RSWA General Manager
James Eggart, Legal Counsel
Rita Geldert, City Manager – City of Vista
Cindy Choquette, Representing the Finance Department – City of Vista**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Ron Morrison called the Regional Solid Waste Association meeting to order at 9:22 a.m. and then asked Board Member Marie Waldron to lead the Pledge of Allegiance.

2. SWEARING-IN OF NEW BOARD MEMBER – ACTION ITEM

There was no need for anyone to be sworn in.

3. APPROVAL OF ASSOCIATION MEETING MINUTES OF JANUARY 7, 2010 - ACTION ITEM

This item was scheduled for approval of the January 7, 2010 Minutes.

MOTION WAS MADE TO APPROVE THE MINUTES OF JANUARY 7, 2010 WITH A SMALL GRAMMATICAL CHANGE TO BE PROVIDED BY TREASURER HOULIHAN. (Motion by Treasurer Houlihan, City of Encinitas / Second by Board Secretary Frank Lopez, City of Vista.)

Motion passed unanimously.

Prior to Item # 4 being called by the Chairman, General Manager Wurbs asked for the opportunity to introduce James Eggart, legal counsel from Woodruff Spradlin & Smart who was attending on Tom Nixon's behalf. Ms. Wurbs and the Board welcomed Mr. Eggart.

4. ELECTION OF OFFICERS - ACTION ITEM

This item was scheduled for the election of officers.

MOTION WAS MADE TO CONTINUE THE OFFICERS IN THEIR CURRENT POSITIONS WHICH INCLUDE MAYOR MORRISON AS CHAIRMAN, COUNCILMEMBER NICHOLS AS VICE CHAIRMAN, DEPUTY MAYOR HOULIHAN AS TREASURER AND COUNCILMEMBER LOPEZ AS BOARD SECRETARY. (Motion by Treasurer Houlihan, City of Encinitas / Second by Board Secretary Frank Lopez, City of Vista.)

Motion passed unanimously.

5. FINANCE AND BUDGET - INFORMATION & ACTION ITEMS

A. RSWA Investment Report – Information Item

General Manager Wurbs introduced Cindy Choquette from the City of Vista Finance Department who is available for any questions. Ms. Wurbs advised the Board that she had worked with Treasurer Houhilan in preparing for the first Board meeting since the City of Vista starting assisting RSWA with the fiduciary agency responsibility. Ms. Wurbs explained that this is the first investment report describing the investment approach as well as the portfolio in which Vista, and therefore RSWA, are invested. Ms. Wurbs noted that the report is lengthier than historically, but it was a purposeful decision by the Treasurer and Ms. Wurbs to provide a full report on how the relationship is functioning and how the monies are being held and invested by the City of Vista.

Treasurer Houlihan commented on the positive aspect of the interest earned during the quarter with the new investment approach and also highlighted the fact that the RSWA agency fund is reported as a separate fund on the Cash and Investment Report. Ms Wurbs commented that in the future the Treasurer and General Manager will choose only a few of the pages to include in the report on a quarterly basis.

The recommendation was to accept and file the investment report. By consensus the Board approved the staff request to accept and file the Investment Report.

B. Review Budget Status and Expenditure Report for Third Quarter – Information Item

General Manager Wurbs and Cindy Choquette, representing the Finance Department of the City of Vista reviewed the projected budget status, expenditures and interest earnings estimated for the third quarter of the fiscal year.

By consensus the Board supported the recommendation to accept and file the reports.

C. Review FY 2010/2011 Budget Process - Possible Action Item

General Manager Wurbs sought direction from the Board regarding the FY 2010/11 budget and reminded the Board that historically RSWA has prepared a two-year budget and that the Board has also created a Budget Subcommittee to review the specifics to see if any modifications need to occur on an annual basis. Ms. Wurbs asked what the Board's pleasure was with regard to the use of a Budget Subcommittee for the FY 2010/11 and FY 2011/2012 budgets and the Board immediately made a motion to create a Budget Subcommittee.

MOTION WAS MADE TO APPROVE THE CREATION OF A BUDGET SUBCOMMITTEE COMPOSED OF TREASURER HOULIHAN, VICE CHAIRMAN NICHOLS AND CHAIRMAN MORRISON TO REVIEW THE FY 2010/11 AND FY 2011/12 BUDGETS. (Motion by Treasurer Houlihan, City of Encinitas / Second by Vice Chairman Mike Nichols, City of Solana Beach.)

Motion passed unanimously.

6. SOLID WASTE DISPOSAL CONTRACT FEE INCREASE – INFORMATION ITEM

General Manager Wurbs reviewed the 1.8 % solid waste disposal rate increase for FY 2010/2011 for the cities of Del Mar, Encinitas, Solana Beach and Vista. There has been no increase since 2007 for those four jurisdictions and there continues to be no increase for the cities of National City and Poway in FY 2010/2011 based on the memorandum of Understanding between EDCO and RSWA effective November 1, 2008.

This item was an information item only and no vote was necessary.

7. HOUSEHOLD HAZARDOUS WASTE (HHW) ISSUES - INFORMATION AND POSSIBLE ACTION ITEMS

A. Extension of HHW Contract between EDCO and RSWA – Possible Action Item

General Manager Wurbs requested that the Board authorize the Chairman and General Manager to utilize the one year extension available in the contract between EDCO and RSWA regarding HHW services to allow for the bid process to be completed between a vendor and EDCO. Ms. Wurbs advised that a new contract between RSWA and EDCO regarding HHW services should be able to be executed at the RSWA Board meeting scheduled for July 1, 2010.

Item 7.A. Continued

MOTION WAS MADE TO AUTHORIZE THE CHAIRMAN AND GENERAL MANAGER TO EXERCISE A ONE-YEAR EXTENSION TO THE HHW AGREEMENT BETWEEN RSWA AND EDCO. (Motion by Treasurer Houlihan, City of Encinitas / Second by Board Secretary Frank Lopez, City of Vista.)

Motion passed unanimously.

B. HHW Participation Reports – Information Item

General Manager Wurbs and Bill Wilson of the City of Encinitas reviewed the HHW participation reports with the Board.

C. HHW Public Information Campaign - Information Item and Possible Action

General Manager Wurbs reviewed with the Board the need for assistance regarding public information about the RSWA HHW program and highlighted some proposed solutions. Ms. Wurbs sought additional input from the Board. Three members of the Board volunteered to be a working group to assist the General Manager with options for the further discussion at the Board Meeting on July 1, 2010. The Board members on the HHW working group include Vice Chairman Nichols, Treasurer Houlihan and Member Waldron.

8. ADMINISTRATIVE MATTERS - ACTION ITEMS

A. Review Future Meeting Schedule:

July 1, 2010 (At Vista City Hall)
October 7, 2010
January 6, 2011

Ms. Wurbs reviewed with the Board the meeting schedule for 2010 and there were no changes made. The Board confirmed that the next meeting will be held on July 1, 2010 at Vista City Hall.

9. ORAL COMMUNICATIONS

There were no speakers.

10. **COMMENTS FROM ASSOCIATION MEMBERS, GENERAL COUNSEL AND GENERAL MANAGER**


Board Secretary Lopez provided the Board members with a reusable “City of Vista” shopping bag and coffee sleeve in addition to wildflower seeds. Board Members thanked Member Lopez for sharing the environmentally positive items.

Ms. Houlihan departed at 10:09 a.m.

11. **ADJOURNMENT**

The meeting was adjourned at 10:19 a.m. to the next regular Board meeting on July 1, 2010 to be held at the City of Vista.

Respectfully Submitted:



Lin Wurbs
General Manager

Approved:



Frank Lopez
RSWA Secretary