

**MINUTES  
REGIONAL SOLID WASTE ASSOCIATION  
Regular Meeting – April 2, 2009**

**Del Mar City Hall Annex  
1050 Camino Del Mar  
Del Mar, CA**

**BOARD MEMBERS IN ATTENDANCE:**

**Deputy Mayor Richard Earnest, City of Del Mar  
Mayor Maggie Houlihan, City of Encinitas  
Mayor Ron Morrison, City of National City - RSWA Vice-Chairman & Treasurer  
Deputy Mayor Don Higginson, City of Poway  
Mayor Mike Nichols, City of Solana Beach  
Mayor Pro Tem Frank Lopez, City of Vista - RSWA Secretary**

**SPECIAL CONTRACT MEMBER IN ATTENDANCE:**

**Councilmember Marie Waldron, City of Escondido**

**STAFF RESOURCES IN ATTENDANCE:**

**Tom Nixon, RSWA Counsel  
Lin Wurbs, RSWA General Manager**

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Vice-Chairman & Treasurer Ron Morrison called the Regional Solid Waste Association to order at 9:14 a.m. and asked Member Houlihan to lead the Pledge of Allegiance. Acting Chairman Morrison reported that all Board Members are present at the Board Meeting and advised that Chairman Cafagna had requested an excused absence due to illness.

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

Deputy Mayor Don Higginson the Alternate Board Member from the City of Poway was sworn in as a RSWA Board Member by General Counsel Tom Nixon.

**3. APPROVAL OF ASSOCIATION MEETING MINUTES OF JANUARY 8, 2008 - ACTION ITEM**

This item was scheduled for approval of the January 8, 2008 Minutes.

**MOTION WAS MADE TO APPROVE THE MINUTES OF JANUARY 8, 2008.** (Motion by Member Houlihan, City of Encinitas / Second by Board Secretary Frank Lopez, City of Vista).

4. **ELECTION OF OFFICERS - ACTION ITEM**

This item was scheduled for the election of officers.

**MOTION WAS MADE TO CONTINUE THE EXISTING SLATE OF OFFICERS: CHAIRMAN CAFAGNA, VICE CHAIRMAN AND TREASURER MORRISON AND SECRETARY LOPEZ.** (Motion by Member Houlihan, City of Encinitas / Second by Member Mike Nichols, City of Solana Beach).

Motion passed unanimously.

5. **FINANCE AND BUDGET – INFORMATION & ACTION ITEMS**

A. **RSWA Investment Report – Information Item**

General Manager Wurbs reviewed the investment report projected for the Third quarter of the fiscal year.

**MOTION WAS MADE TO ACCEPT AND FILE THE INVESTMENT REPORT FOR THE THIRD QUARTER OF FY 2008/2009** (Motion by Board Member Maggie Houlihan, City of Encinitas / Second by Board Member Mike Nichols, City of Solana Beach).

Motion passed unanimously, with Member Waldron not voting.

B. **Review Budget and Expenditure Report –Information Item**

General Manager Wurbs reviewed the estimated budget and expenditure status report for third quarter of FY 2008/09, through March 31, 2009. It was noted by Ms. Wurbs that the expenditures exceeded the budget at the end of the third quarter of the fiscal year due to “one time” payouts of the Environmental Enhancement Fund checks, and since those expenditures would not be repeated, the budget was on target.

**MOTION WAS MADE TO ACCEPT AND FILE THE BUDGET AND EXPENDITURE REPORT FOR THE THIRD QUARTER OF FY 2008/2009.** (Motion by Board Member Richard Earnest, City of Del Mar / Second by Board Secretary Frank Lopez, City of Vista).

Motion passed unanimously, with Member Waldron not voting.

**C. Review the Investment Policy - Action Item**

Ms. Wurbs reported that Finance Manager Andrew White of the City of Poway recommended two minor changes to the Association's Investment Policy. The investment section was rearranged to be in a more logical order, but no new investments were added. Additionally, the approved brokers/dealers list was updated.

General Manager Wurbs recommended approval of this item with the two changes.

**MOTION WAS MADE TO APPROVE THE INVESTMENT POLICY WITH THE RECOMMENDED CHANGES.** (Motion by Board Member Maggie Houlihan, City of Encinitas / Second by Board Mike Nichols, City of Solana Beach).

Motion passed unanimously, with Member Waldron not voting.

**D. Review FY 2009/2010 Budget Process - Possible Action Item**

General Manager Wurbs provided information on how the budget has been put together historically and requested that a budget subcommittee be created. The Acting Chair requested that the Board Members show their interest in serving on the Budget Subcommittee and Board Member Earnest stated that he would be interested in serving. Treasurer Morrison and Secretary Lopez who both served in previous years also expressed their willingness to serve on the Subcommittee.

**MOTION WAS MADE VICE CHAIRMAN AND TREASURER MORRISON, BOARD SECRETARY LOPEZ AND BOARD MEMBER RICHARD EARNEST TO SERVE AS THE BUDGET SUBCOMMITTEE.** (Motion by Board Member Maggie Houlihan, City of Encinitas / Second by Board Member Mike Nichols, City of Solana Beach).

Motion passed unanimously, with Member Waldron not voting.

**6. HOUSEHOLD HAZARDOUS WASTE (HHW) ISSUES – INFORMATION ITEM**

General Manager Wurbs and Bill Wilson of the City of Encinitas provided a status report on the level of participation in HHW services by each jurisdiction.

Ms. Houlihan thanked Mr. Wilson for adding the information that had been requested at the last meeting showing historical cumulative totals.

A discussion of the HHW programs ensued. Board Member Earnest mentioned that it is his perspective that more education and publicity is needed to continue to remind the public about household hazardous waste and the available programs.

Ms. Wurbs reviewed various strategies that have been successful and reminded the Board Members to use their City Council meetings, especially those that are televised as a positive reminder. Interim Chair Morrison requested that in addition to realtors and moving companies that an effort be made to work with U-Haul and other rental vehicle companies that are utilized for moving households. Board Member Earnest suggested that it would be beneficial to look into a program to replace light bulbs with LED bulbs. Board Member Houlihan suggested that the Board have a future agenda item to review different strategies and approaches to advertising the household hazardous waste program and additional ways to expand the program.

Additionally, Board Member Nichols reminded everyone that this is “spring cleaning” time and each of the Board Members should make announcements at their City Council meetings about the RSWA program. Board Member Waldron asked for an update regarding the “sharps” program and the pharmaceutical issue. General Manager Wurbs reported that in the first two quarters of operation five 55-gallon drums of sharps had been collected at the RSWA facilities through the pilot program. Ms. Wurbs also provided a report on the pharmaceutical program.

\*\* Ms. Houlihan requested that the Chairman consider a deviation from the agenda so that she could ask two questions that she was going to ask under Item 9 on the agenda since she needed to depart the meeting. The Chairman agreed and Ms. Houlihan asked first what the status was on the information that she remembered was due from the MOU signed with EDCO regarding the trash rates in other cities and the cost at other landfills and whether that information had arrived. The Chairman stated that it didn’t look like Mr. Ritchie or anyone from EDCO was present and asked that the General Manager follow-up regarding that information.

Secondly, Ms. Houlihan shared the City of Encinitas “buy local E” campaign information and provided an information hand-out for the board members.

Board Member Houlihan apologized for needing to depart the meeting early and departed the Board Meeting at 9:55 a.m.

## **7. ADMINISTRATIVE MATTERS - ACTION ITEMS**

### **A. Update on Website Design – Information Item**

Board Member Mike Nichols and General Manager Wurbs provided an update on the website design effort. They reported that the next step was to seek additional input from the Member Agency staff and then forward to the Board Members with the intention to “launch” the website prior to July 1,

design, but had to depart the meeting early.

**B. Review Future Meeting Schedule**

July 2, 2009

October 1, 2009

**C. Approval of Board Members and RSWA Staff Attendance and Conference Expenses at Meetings – Action Item**

This item was scheduled to authorize attendance and expenditure of funds at: SWANA Western Regional Symposium – Palm Springs April 6 – 9, 2009. With no interest being expressed by the Board Members there was no motion to approve any expenditure for this conference.

**8. ORAL COMMUNICATIONS**

There were no speakers.

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

Ms. Houlihan requested the opportunity to raise two items of interest prior to her departure as reported in Item # 6 above.

Ms. Wurbs reminded the Board that the previously authorized Waste Expo Conference was coming up in June and she would be sending an e-mail to confirm attendance by any of the Board Members.

**10. ADJOURNMENT**

The meeting was adjourned at 10:07 a.m.

**Respectfully Submitted:**

**Approved:**

---

**Lin Wurbs  
General Manager**

---

**Frank Lopez  
RSWA Secretary**