

**MINUTES
REGIONAL SOLID WASTE ASSOCIATION
Regular Meeting – April 3, 2008**

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

BOARD MEMBERS IN ATTENDANCE:

**Councilmember Maggie Houlihan, City of Encinitas
Mayor Ron Morrison, City of National City - RSWA Treasurer
Mayor Mickey Cafagna, City of Poway - RSWA Chairman
Councilmember Mike Nichols, City of Solana Beach
Mayor Pro Tem Frank Lopez, City of Vista**

SPECIAL CONTRACT MEMBER IN ATTENDANCE:

Councilmember Marie Waldron

STAFF RESOURCES IN ATTENDANCE:

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

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Mickey Cafagna called the Regional Solid Waste Association to order at 9:14 a.m. and led the Pledge of Allegiance.

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

This item was scheduled to swear a new board member in as a delegate or alternate from a member city, if necessary, which it was not.

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

This item was scheduled for approval of the January 3, 2008 Minutes.

MOTION WAS MADE TO APPROVE THE MINUTES OF JANUARY 3, 2008. (Motion by Member Houlihan, City of Encinitas / Second by Secretary Lopez, City of Vista).

The motion passed unanimously, with member Waldron not voting.

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

This item was scheduled for the election of officers.

MOTION WAS MADE TO CONTINUE THE CURRENT SLATE OF OFFICERS FOR ANOTHER TERM. THE OFFICERS RECOMMENDED FOR CONTINUATION WERE CHAIRMAN MICKEY CAFAGNA, VICE-CHAIRMAN HENRY ABARBANEL, TREASURER RON MORRISON AND SECRETARY FRANK LOPEZ. (Motion by Member Houlihan, City of Encinitas / Second by Secretary Lopez, City of Vista).

The motion passed unanimously, with Member Waldron not voting.

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. The recommendation was to accept and file the investment report.

By consensus, the Board supported the recommendation to accept and file the investment report.

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

General Manager Wurbs and Annette Gonzalez reviewed the budget and expenditure status as of March 31, 2008. It was noted that because several large checks had been written, including the Environmental Enhancement Fund checks, the expenditure amounts currently show that we have expended more than seventy-five percent of the budget.

MOTION WAS MADE TO ACCEPT AND FILE THE BUDGET AND EXPENDITURE REPORTS. (Motion by Treasurer Ron Morrison, City of National City / Second by Secretary Lopez, City of Vista).

The motion passed unanimously, with Member Waldron not voting.

C. Review the Investment Policy - Action Item

Finance Manager Andrew White of the City of Poway, RSWA's Fiduciary Agent, recommended three minor changes to the Association's Investment Policy. The first two changes were in relation to asset backed securities and were for clarification purposes. The third recommended change provided an update to the approved brokers/dealers list.

General Manager Wurbs recommended approval of this item with the three changes requested by Finance Manager Andrew White.

MOTION WAS MADE TO APPROVE THE INVESTMENT POLICY WITH THE CHANGES AS RECOMMENDED BY FINANCE MANAGER ANDREW WHITE OF THE CITY OF POWAY AND GENERAL MANAGER WURBS. (Motion by Member Houlihan, City of Encinitas / Second by Treasurer Ron Morrison, City of National City).

Motion passed unanimously, with Member Waldron not voting. Treasurer Morrison requested that General Manager Wurbs and Poway Finance staff look into the desirability of utilizing the new legislative vehicle of CDARS and whether the investment policy needs to be amended to provide that flexibility in the future.

D. Review FY 2008/2009 Budget Process - Possible Action Item

General Manager Wurbs reported on the budget process and suggested that a budget subcommittee be created to assist with the development of the FY2008/09 and FY2009/10 two-year budget.

MOTION WAS MADE TO CREATE A BUDGET SUBCOMMITTEE COMPOSED OF TREASURER MORRISON, SECRETARY LOPEZ AND MEMBER HOULIHAN TO WORK WITH THE GENERAL MANAGER TO DEVELOP A TWO-YEAR BUDGET FOR FY 2008/2009 AND FY 2009/2010. (Motion by Member Nichols, City of Solana Beach / Second by Secretary Lopez, City of Vista).

The motion passed unanimously, with Member Waldron not voting.

6. **SOLID WASTE DISPOSAL FEE - INFORMATION ITEM AND POSSIBLE ACTION**

General Manager Wurbs and General Counsel Nixon provided an update to the Board regarding the solid waste fee increase which EDCO was requesting that the member cities implement and reviewed issues related to the increase.

Staff requested a short term Ad Hoc Subcommittee of the Board be created to assist in the review and requested that the Subcommittee and staff be delegated the authority to act on the matter.

MOTION WAS MADE TO CREATE AN AD HOC SUBCOMMITTEE REGARDING THE DISPOSAL FEE TO ASSIST MS. WURBS AND MR. NIXON REGARDING THE DISCUSSION/NEGOTIATIONS WITH EDCO AND THAT THE SUBCOMMITTEE AND STAFF BE DELEGATED THE AUTHORITY TO ACT ON THE MATTER. (Motion by Member Houlihan, City of Encinitas / Second by Secretary Lopez, City of Vista).

The motion passed unanimously, with Member Waldron not voting.

7. **APPROVE AGREEMENT TERMINATING THE CITY OF NATIONAL CITY SPECIAL CONTRACT PARTY AGREEMENT - ACTION ITEM**

General Counsel Nixon and General Manager Wurbs reviewed the special party contract that exists between RSWA and the City of National City. As follow-up to the Board discussion in January, staff prepared an agreement terminating only the Special Contract Party Agreement with National City and thereby retaining National City as a member of RSWA. The National City Council approved terminating the Special Party Contract Agreement on February 19, 2008.

Staff requested approval of the agreement terminating the City of National City Special Contract Party Agreement.

MOTION WAS MADE TO APPROVE THE AGREEMENT TERMINATING THE CITY OF NATIONAL CITY SPECIAL CONTRACT PARTY AGREEMENT BETWEEN RSWA AND NATIONAL CITY AND RETAINING NATIONAL CITY AS A FULL MEMBER OF RSWA. (Motion by Treasurer Ron Morrison, City of National City / Second by Member Houlihan, City of Encinitas).

The motion passed unanimously, with Member Waldron not voting.

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

Bill Wilson of the City of Encinitas provided a status report on the level of participation in HHW services by each jurisdiction. Mr. Wilson also provided an update on the HHW Regional Grant that was completed in March.

General Manager Wurbs introduced Tim Lee of Clean Harbors who is working with both the Vista and Poway facilities as well as our door to door program. Additionally, Ms. Wurbs proposed to work with the individual cities on the pharmaceutical issue to support the statewide voluntary program.

9. **ADMINISTRATIVE MATTERS - ACTION ITEMS**

A. Review Future Meeting Schedule

General Manager Wurbs reminded the Board of the approved meeting schedule for the remainder of calendar year 2008:
July 10, 2008 (Subsequently changed to July 3, 2008)
October 2, 2008

B. Review Special Meeting Field Trip Option

The Board requested that staff survey the members and proceed to schedule a tour and/or special RSWA Meeting/Field Trip to E-World Recyclers.

C. Review Future Training Opportunities

Ms. Wurbs reported on a future training opportunity and the Board requested that she survey the Board members to find out their interest in attending. By consensus, the Board approved attendance at the WASTE EXPO 2008 Conference in Chicago IL from May 6 – 9, 2008, with funds from the Travel Budget authorized to cover the expenses.

10. **ORAL COMMUNICATIONS**

Ms. Sheree Tweddell spoke to the Board regarding the E-World recycling programs and the company's downstream compliance audit package regarding glass, metal and plastics.

11. COMMENTS FROM ASSOCIATION MEMBERS, GENERAL COUNSEL AND GENERAL MANAGER

Member Waldron mentioned the City of Escondido's annual Earth Day poster contest as a positive educational opportunity for youth.

Member Houlihan mentioned that she participated as a member on the League of California Cities Environmental Quality Committee which is discussing plastics recycling. Ms. Houlihan shared that in the United States we use approximately 27 different kinds of plastics however in Europe they have reduced the number of plastics to 6 kinds. Ms. Houlihan also commented on the mercury problem in the compact fluorescent energy saving bulbs.

General Manager Wurbs reported that the City of Escondido did approve the Special Contract Party Agreement on January 9, 2008. Ms. Wurbs reported that she did follow-up on Audit questions and the Management Report and learned that it was not required, but it is a "nice to have" and since the RSWA Board is interested in having a Management Report, that she and the City of Poway Finance Department will be working with the Auditor to include that in the 2008 Audit report. Ms. Wurbs also reported that the City of National City approved the Construction and Demolition Debris Ordinance in February.

12. ADJOURNMENT

The meeting was adjourned at 10:17 a.m.

Respectfully Submitted:

Approved:

Lin Wurbs
General Manager

Frank Lopez
RSWA Secretary