

**MINUTES
REGIONAL SOLID WASTE ASSOCIATION
SPECIAL MEETING**

**July 11, 2013
9:00 a.m.**

**Fletcher Cove Community Center
133 Pacific Avenue
Solana Beach, CA**

BOARD MEMBERS IN ATTENDANCE:

**Mayor Terry Sinnott, City of Del Mar – RSWA Treasurer
Council Member Michael Morasco, City of Escondido
Council Member Mark Muir, City of Encinitas
Mayor Ron Morrison, City of National City - RSWA Chairman
Mayor Mike Nichols, City of Solana Beach – RSWA Vice Chairman
Deputy Mayor John Mullin, City of Poway
Council Member John Aguilera, City of Vista (Alternate)**

STAFF RESOURCES IN ATTENDANCE:

**Lin Wurbs, RSWA General Manager
Thomas F. Nixon, Legal Counsel
Dale Nielsen, Finance Manager/Treasurer – City of Vista**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chairman Nichols called the meeting to order at 9:15 a.m. and led the Board in the Pledge of Allegiance.

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

There were no new Board members to be sworn-in.

3. ORAL COMMUNICATIONS

This item was scheduled to provide an opportunity for public testimony on matters within the jurisdiction of the Association.

There were no oral communications presented.

4. **REVIEW ASSOCIATION MEETING MINUTES OF MAY 16, 2013 - RECEIVE AND FILE**

This item was scheduled for the Board to review and receive and file the Special Board Meeting Minutes of May 16, 2013.

MOTION WAS MADE TO RECEIVE AND FILE THE MINUTES OF MAY 16. (Motion by Treasurer Sinnott, City of Del Mar / Second by Board Member Muir, City of Encinitas.) Motion was approved by a vote of 6 ayes, 0 nays. (Chairman Morrison absent).

5. **REVIEW AND APPROVAL OF CONTRACT FOR GENERAL COUNSEL AND GENERAL MANAGER SERVICES WITH WOODRUFF, SPRADLIN & SMART AND REVIEW AND APPROVAL OF CONTRACT FOR TRANSITION ASSISTANCE WITH LIN WURBS – ACTION ITEMS**

This matter was considered later in the meeting.

6. **REPORT BY INDIVIDUAL CITIES ON USE OF EDUCATION FUNDING – POSSIBLE ACTION ITEM**

Board Members discussed how each Member City used the Household Hazardous Waste educational funding provided by RSWA.

Vista - Public Works staff Lyn Dedmon provided the report that the City funded recyclable doggie bags for distribution at City events as an educational tool and for related signage in the parks.

Encinitas - Management Analyst Bill Wilson of the City of Encinitas reported that funds were used to help produce the Environmental Services Guide for hand-outs at City sponsored events.

Poway - Board Member Mullin reported that two pieces of information were produced with the funding - one on commercial recycling for distribution by direct mail to commercial establishments and a second piece to advance education on HHW - how the system works and how to get more "bang for our buck" to put in City buildings and on the website.

Del Mar - Treasurer Sinnott reported that the focus of the funding was on commercial recycling to increase outreach for restaurants and other businesses to recycle.

Solana Beach - Vice Chair Nichols reported that the funding was used as part of the plastic bag ban ordinance to provide reusable grocery bags for education purposes handed out at grocery stores and as part of earth day in elementary schools for students to learn to be better stewards of the environment and the earth.

Escondido - Board Member Morasco reported that the funding was utilized for the Earth Day Poster Contest competition.

National City - Chair Morrison reported that the monies were used as part of recycling outreach program to target education and alternatives to the use of plastic bags.

7. FINANCE AND BUDGET - INFORMATION & ACTION ITEMS

A. Review the Draft 2013/2014 Investment Policy and Adopt Resolution #2013-01 Approving the Policy – Action Item

Board Treasurer Sinnott, General Manager Wurbs and Finance Manager Dale Nielsen presented the Investment Policy and noted the minor change from the prior policy due to a statutory change made by the State Legislature.

MOTION WAS MADE TO ADOPT RESOLUTION NO. 2013-01 APPROVING THE 2013/2014 RSWA INVESTMENT POLICY. (Motion by Board Member Muir, City of Encinitas / Second by Board Member Morasco, City of Escondido. Motion was approved by a roll call vote of 6 ayes, 0 nays. (Chairman Morrison absent).

B. Review RSWA Investment Report for the Fourth Quarter of Fiscal Year 2012/2013 - Information Item (Receive and File)

Treasurer Sinnott, General Manager Wurbs and Fiduciary Agency representative Dale Nielsen of the City of Vista reviewed the fourth quarter investment report status as of June 30, 2013.

Vice Chairman Nichols accepted the receipt and filing of the Investment Report.

C. Review Budget and Expenditure Status for the Fourth Quarter of Fiscal Year 2012/2013 – Information Item (Receive and File)

Treasurer Sinnott, General Manager Wurbs and Fiduciary Agency representative Dale Nielsen of the City of Vista reviewed the fourth quarter budget and expenditure status as of June 30, 2013.

Vice Chairman Nichols accepted the receipt and filing of the Budget and Expenditure status Report.

D. HHW – Door to Door Allocation & Funding – Action Item

General Manager Wurbs discussed usage by Member Cities of the HHW door-to-door senior and handicapped contract allocation from Philip Services (PSC) through

the EDCO contract and noted that, due to contract changes, these services would not be provided in the future. The Budget Subcommittee and General Manager Wurbs recommended allocating funding to the Cities of Poway, National City and Vista to supplement the FY 2011/12 contract allocation that was utilized primarily by the coastal cities.

MOTION WAS MADE TO APPROVE THE FUNDING SUPPLEMENT TO THE CITIES OF POWAY, NATIONAL CITY AND VISTA AS RECOMMENDED. (Motion by Board Member Muir, City of Escondido / Second by Board Member Mullin, City of Poway. Motion was approved by a vote of 6 ayes, 0 nays. (Chairman Morrison absent).

Chairman Morrison arrived at 9:31 a.m. and presided over the remainder of the meeting.

5. **REVIEW AND APPROVAL OF CONTRACT FOR GENERAL COUNSEL AND GENERAL MANAGER SERVICES WITH WOODRUFF, SPRADLIN & SMART AND REVIEW AND APPROVAL OF CONTRACT FOR TRANSITION ASSISTANCE WITH LIN WURBS – ACTION ITEMS** (Handled out of order at this point in meeting)

General Manager Wurbs presented for approval the Consultant Services Agreement for General Counsel and General Manager Services with Woodruff, Spradlin & Smart. The Board of Directors discussed the terms of the proposed contract as well as the Consultant Services Agreement for transition assistance with Lin Wurbs.

MOTION WAS MADE TO APPROVE THE CONSULTANT SERVICES AGREEMENT WITH WOODRUFF, SPRADLIN & SMART. (Motion by Treasurer Sinnott, City of Del Mar / Second by Board Member Muir, City of Encinitas). Motion was approved by a vote of 7 ayes, 0 nays.

MOTION WAS MADE TO APPROVE THE CONSULTANT SERVICES AGREEMENT WITH LIN WURBS. (Motion by Board Member Muir, City of Encinitas / Second by Board Member Morasco, City of Escondido). Motion was approved by a vote of 7 ayes, 0 nays.

Treasurer Sinnott left the meeting at 9:43 a.m.

7. E. **Review FY 2013/2014 and FY 2014/2015 Budgets – Possible Action**

General Manager Wurbs and Budget Subcommittee Members Chairman Morrison and Board Member Mullin presented the draft FY 2013/2014 and FY 2014/2015 Budgets for review and approval.

MOTION WAS MADE TO APPROVE THE FY 2013/2014 AND FY 2014/2015 BUDGETS WITH DIRECTION TO THE BUDGET

SUBCOMMITTEE TO INCLUDE DISCUSSION OF RSWA RESERVES IN THE NEXT FISCAL YEAR BUDGET DISCUSSIONS. (Motion by Board Member Muir, City of Encinitas / Second by Board Member Mullin, City of Poway). Motion was approved by a vote 6 ayes, 0 nays. (Treasurer Sinnott absent).

8. **HOUSEHOLD HAZARDOUS WASTE (HHW) ISSUES - INFORMATION AND POSSIBLE ACTION**

Review HHW Items – Possible Action

This item was scheduled to review HHW issues of interest to the RSWA Board.

A. **HHW Participation Reports – Information Item**

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

B. **Report on the Pilot Project - HHW Education Cart Sticker – Information Item**

Vice Chairman Nichols reported on the HHW Education Cart Sticker on trash cans (only) that is a pilot project in the City of Solana Beach.

9. **ADMINISTRATIVE MATTERS – POSSIBLE ACTION ITEMS**

A. **Discuss and Approve Future Meeting Schedule - Possible Action Item**

October 3, 2013
January 9, 2014

This item was scheduled for discussion and approval of the future meeting schedule.

As Chairman Morrison is unavailable on October 3, 2013, the Board directed the General Manager to survey Board Members for availability on October 10, 2013 as an alternative. If all are available, the next meeting is scheduled for October 10. If any Board Member is unavailable on October 10, the next meeting will go forward on October 3, 2013 as originally scheduled.

B. **Reports by Board Members and/or RSWA Staff Regarding Conferences Attended – Information Item**

This item was scheduled to provide an opportunity for Board Members or RSWA staff to report on conferences attended.

No reports were provided as no conferences were attended.

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

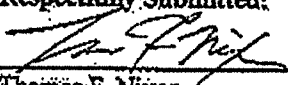
This item was scheduled to provide an opportunity for Board Members to ask questions, make comments and ask that any matter be agendaized for consideration at a later meeting. There were no comments offered.

11. ADJOURNMENT

Chairman Morrison adjourned the meeting at 10:15 a.m. to the October 2013 meeting.

Respectfully Submitted:

Approved:



Thomas F. Nixon
General Manager

Mike Nichols
RSWA Vice Chairman

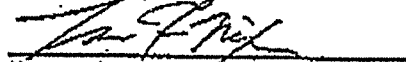
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Thomas F. Nixon
General Manager

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Mike Nichols
RSWA Vice Chairman