

**MINUTES
REGIONAL SOLID WASTE ASSOCIATION
REGULAR MEETING**

**July 10, 2014
9:00 a.m.**

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

BOARD MEMBERS IN ATTENDANCE:

**Council Member Terry Sinnott, City of Del Mar – RSWA Treasurer
Council Member Teresa Barth, City of Encinitas (Alternate)
Council Member Michael Morasco, City of Escondido
Mayor Ron Morrison, City of National City – RSWA Chairperson
Council Member Mike Nichols, City of Solana Beach – RSWA Vice Chairperson
Council Member John Mullin, City of Poway
Council Member Dave Cowles, City of Vista – RSWA Board Secretary**

STAFF RESOURCES IN ATTENDANCE:

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

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairperson Morrison called the meeting to order at 9:22 a.m. and asked General Manager Nixon to call the roll of the Board. All members were present.

Chairperson Morrison 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.

Treasurer Sinnott stated that the City of Del Mar used the funding for two matters. The first was to further the promotion and conduct of the city's 2 annual recycling events. The second was to fund the placement of recycling containers on the beach to encourage the proper disposal of materials rather than to have them discarded on the beach.

Board Member Mullin described how the City of Poway focused specifically on the Poway household hazardous waste collection site by using the funding for improved signage at the site in order to increase the efficiency in the community's use of that HHW site.

Alternate Board Member Barth informed the Board that the City of Encinitas had used the funding by working with the Encinitas Union School District on its "SCRAP" (Separate, Compost, Reduce And Protect) program which is a program that involves the students in waste reduction and composting. The effort included an education component for children in kindergarten through the third grade level that resulted in an 80% diversion rate for lunch waste.

Board Member Morasco described how the City of Escondido used the funding to further a cooperative effort by the city's recreation department and the city's afterschool outreach program to educate students about solid waste recycling activities. The efforts included participation by approximately 700 students in cleaning up litter around the school, identifying and separating recyclables and touring a local recycling center. The activities resulted in the students donating to charity (the Ronald McDonald House) the money received for the recyclables collected.

6. FINANCE AND BUDGET – INFORMATION & ACTION ITEMS

A. RSWA Investment Report for the Fourth Quarter of Fiscal Year 2013/2014 – Information Item (Receive and File)

Treasurer Sinnott, General Manager Nixon and Fiduciary Agent Dale Nielsen of the City of Vista reviewed the investment report as of June 30, 2014.

The recommendation was to receive and file the investment report.

MOTION WAS MADE TO RECEIVE AND FILE THE INVESTMENT REPORT. (Motion by Board Secretary Cowles, City of Vista / Second by Vice Chairperson Nichols, City of Solana Beach.) Motion was approved by a vote of 7 ayes, 0 nays.

Ayes: Barth, Cowles, Morasco, Morrison, Mullin, Nichols, Sinnott

Nays:

Abstain:

Absent:

B. Review Budget and Expenditure Status for the Fourth Quarter of Fiscal Year 2013/2014 – Information Item (Receive and File)

Treasurer Sinnott, General Manager Nixon and Fiduciary Agent Dale Nielson of the City of Vista reviewed the fourth quarter budget and expenditure status as of June 30, 2014.

The recommendation was to receive and file the budget and expenditure status reports.

MOTION WAS MADE TO RECEIVE AND FILE THE BUDGET AND EXPENDITURE STATUS REPORTS. (Motion by Alternate Board Member Barth, City of Encinitas / Second by Board Member Mullin, City of Poway.) Motion was approved by a vote of 7 ayes, 0 nays.

Ayes: Barth, Cowles, Morasco, Morrison, Mullin, Nichols, Sinnott

Nays:

Abstain:

Absent:

C. Review FY 2014/2015 and FY 2015/2016 Budgets – Possible action

General Manager Nixon and the Budget Subcommittee Members Chairman Morrison, Treasurer Sinnott and Board Member Mullin presented the draft FY 2014/2015 and FY 2015/2016 Budgets for review and approval.

General Manager Nixon provided background regarding the Board's approach to reserves. Historically the Board has kept a reserve of at least one year's operating expenses, along with the funding that is anticipated for closure of the HHW facilities. Those reserves have simply been maintained in the fund balance, not designated as separate reserves. Past Boards have recognized that the Association does not simply want to be in the business of collecting money. The Association has wanted to make sure that it balances the organization's need for financial stability with using the funding that it has to further the environmental goals for which the Association was formed. As the Association's revenue has increased, past Boards have increased the environmental enhancement funding distribution to assist each Member City in furthering environmental programs. For the upcoming year, the Budget Subcommittee is recommending that the Board specifically designate reserves for the closure purposes for the HHW facilities in the amount of \$50,000 for each facility. During the upcoming year, staff will be reviewing the amounts necessary for closure from both the standpoint of state regulatory requirements and what the Association thinks is appropriate to both protect the public and to preserve the financial security of this Association.

Separately for this upcoming Fiscal Year, 2014-15, the Budget Subcommittee is recommending that the Association maintain the one year operating fund reserve

which is about \$130,000 in the fund balance. If the budget is approved, the Association will meet that goal. The Budget Subcommittee is anticipating that in Fiscal Year 2015-16, the Association will be in a position to increase the environmental enhancement funding distribution over the current level of \$120,000 a year. If so, there will be additional funds to assist each of the agencies in pursuing the environmental programs that they currently have or are developing.

MOTION WAS MADE TO APPROVE THE FY 2014/2015 AND FY 2015/2016 BUDGETS. (Motion by Board Secretary Cowles, City of Vista / Second by Treasurer Sinnott, City of Del Mar.) Motion was approved by a vote of 7 ayes, 0 nays.

Ayes: Barth, Cowles, Morasco, Morrison, Mullin, Nichols, Sinnott

Nays:

Abstain:

Absent:

7. **HOUSEHOLD HAZARDOUS WASTE (HHW) ISSUES – INFORMATION AND POSSIBLE ACTION**

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

Bill Wilson of the City of Encinitas updated the Board by providing the HHW participation reports.

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

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

October 2, 2014

January 8, 2015

April 2, 2015

This item was scheduled for discussion and approval of the future meeting schedule. No action was taken by the Board.

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 conferences were attended since the last Board meeting.

C. Approval of Board Members and Staff Attendance and Conference Expenses at all of the Following Meetings, Including Out of State Meetings, of the Following Organizations Which List Shall be Titled “List of Accepted Organizations and Conferences” – Action Item:

1. SWANA (Solid Waste Association of North America) sponsored conferences and SWANA chapter meetings
2. Waste 360 – Waste Age and Water Expo Events
3. NSWMA (National Solid Waste Management Association) and WASTEC (Waste Equipment Technology Association) sponsored conferences
4. NAHMMA (North American Hazardous Materials Management Association) sponsored conferences and meetings
5. National Recycling Coalition sponsored events
6. California Department of Resources Recycling and Recovery (CalRecycle) sponsored events

The recommendation is to approve the attendance and expenses at the list of approved organizations and meetings, including out of state meetings, for possible conference attendance by Board Members and RSWA Staff.

MOTION WAS MADE TO APPROVE BOARD MEMBER AND STAFF ATTENDANCE AND EXPENSES INCURRED AT THE APPROVED ORGANIZATIONS AND MEETINGS, INCLUDING OUT OF STATE MEETINGS, LISTED ABOVE. (Motion by Board Secretary Mullin, City of Poway / Second by Vice Chairperson Nichols, City of Solana Beach.) Motion was approved by a vote of 7 ayes, 0 nays.

Ayes: Barth, Cowles, Morasco, Morrison, Mullin, Nichols, Sinnott

Nays:

Abstain:

Absent:

D. Potential Solid Waste Management Informational Topics for Board of Directors’ Discussion

The Board discussed the concept of presentations to the Board on areas within the Association’s jurisdiction to keep the Board educated and informed. Staff indicated that it would research topic areas, including discussing possible presentations with the TAC regional group.

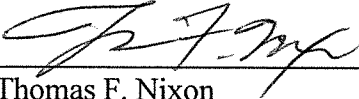
9. **COMMENTS FROM ASSOCIATION MEMBERS AND GENERAL MANAGER**

There were no comments offered by Board Members.

10. **ADJOURNMENT**

The Chairperson adjourned the meeting at 10:40 a.m. to the meeting of October 2, 2014 at 9:00 a.m. at the Fletcher Cove Community Center, 133 Pacific Avenue, Solana Beach, CA.

Respectfully Submitted:



Thomas F. Nixon
General Manager

Approved:



Dave Cowles
RSWA Board Secretary