

**MINUTES  
REGIONAL SOLID WASTE ASSOCIATION  
REGULAR MEETING**

**January 11, 2018  
9:00 a.m.**

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

**BOARD MEMBERS IN ATTENDANCE:**

**Council Member Mark Muir, City of Encinitas  
Council Member Ed Gallo, City of Escondido -- Alternate  
Mayor Ron Morrison, City of National City – RSWA Chairperson  
Council Member Dave Grosch, City of Poway – RSWA Treasurer  
Mayor Mike Nichols, City of Solana Beach – RSWA Vice-Chairperson  
Council Member Joe Green, City of Vista – RSWA Secretary**

**STAFF RESOURCES IN ATTENDANCE:**

**James H. Eggart, General Manager/General Counsel  
Lauren Warrem, Finance Manager/Treasurer – City of Vista**

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

Chairperson Morrison called the meeting to order at 9:13 a.m. Alternate Board Member Gallo attended the meeting in place of Board Member Morasco. All other Board members were in attendance.

Council Member Mark Muir led the Board in the Pledge of Allegiance.

**2. SWEARING IN OF NEW BOARD MEMBERS**

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.

Jessica Toth of the Solana Center addressed the Board regarding programs the Solana Center is involved in, including a program with the City of Encinitas for Universal and Electronic Waste drop-off and a community compost program supported by the City of Encinitas for the drop-off of food waste to be composted.

There were no other oral communications presented.

**4. CONSENT CALENDAR**

The consent calendar included the following items:

- A. The receipt and filing of the Minutes of the October 5, 2017 Meeting of the Board of the Regional Solid Waste Association.
- B. The receipt and filing of RSWA's Website Activity Report for the first quarter of FY 2017/2018.

**MOTION WAS MADE TO APPROVE THE CONSENT CALENDAR.**

(Motion by Board Member Muir, City of Encinitas / Second by Council Member Dave Grosch, City of Poway). Motion was approved by a vote of 6 ayes, 0 nays, and 1 abstention.

**Ayes: Green, Grosch, Morrison, Muir, Nichols, Gallo**  
**Nays:**  
**Abstain: Sinnott**  
**Absent:**

**5. PRESENTATION**

Moriah Saldaña of I Love a Clean San Diego, an environmental non-profit in San Diego County, made a presentation to the Board regarding the organization, resources and educational programming it provides, and sponsorship opportunities for municipalities.

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

**A. Review Budget and Expenditure Status for the First Quarter FY 2017/2018.**

Treasurer Grosch and General Manager Eggart reviewed the second quarter budget and expenditure status as of December 31, 2017.

**MOTION WAS MADE TO RECEIVE AND FILE REPORT AS PRESENTED.** (Motion by Council Member Joe Green, City of Vista / Second by Board Member Sinnott, City of Del Mar). Motion was approved by a vote of 7 ayes and 0 nays.

**Ayes:** Green, Grosch, Gallo, Morrison, Muir, Nichols, Sinnott  
**Nays:**  
**Abstain:**  
**Absent:**

**B. Investment Report for Second Quarter – (Receive and file item)**

Treasurer Grosch, General Manager Eggart, and Fiduciary Agent Warrem reviewed the investment report as of December 31, 2017.

**MOTION WAS MADE TO RECEIVE AND FILE THE FINAL BUDGET AND EXPENDITURE REPORT FOR FY 2016/2017.** (Motion by Board Member Sinnott, City of Del Mar / Second by Board Member Green, City of Vista). Motion was approved by a vote of 7 ayes and 0 nays.

**Ayes:** Green, Grosch, Gallo, Morrison, Muir, Nichols, Sinnott  
**Nays:**  
**Abstain:**  
**Absent:**

**C. Review and Approval of Auditor's Report – Action Item**

Bryan Gruber of Lance Soll & Lunghard, LLP presented an overview of the annual audit report of Lance Soll & Lunghard, LLP.

The recommendation was to approve the audit report, which includes the audit letters.

**MOTION WAS MADE TO APPROVE THE AUDIT REPORT** (Motion by Board Member Sinnott, City of Del Mar / Second by Vice-Chairperson Nichols, City of Solana Beach). Motion was approved by a vote of 7 ayes and 0 nays.

**Ayes:** Green, Grosch, Gallo, Morrison, Muir, Nichols, Sinnott  
**Nays:**  
**Abstain:**  
**Absent:**



**7. HOUSEHOLD HAZARDOUS WASTE (HHW), ORGANIC WASTE AND OTHER SOLID WASTE ISSUES – INFORMATION AND POSSIBLE ACTION ITEM(S)**

**A. Organic Waste Diversion Program**

This item was scheduled for the Board of Directors to discuss potential options for funding special programs associated with organic waste diversion and recycling and to provide direction regarding the use of budgeted funds allocated for this purpose. At the October 5, 2017 meeting, the Board authorized the General Manager expend up to \$7,500 from the Special Programs budget to fund a flyer promoting the diversion and recycling of organic waste and directed the General Manager to meet with the RSWA City Program Managers and other RSWA stakeholders to brainstorm additional ideas for using the funding. General Manager Eggart reported that he met with the Program Managers and stakeholders and that, as a result of the meeting, there was a general consensus to not spend \$7,500 on a flyer and to, instead, combine those funds with the rest of the Special Programs budget and pursue contracting with a third-party partner to create a messaging campaign focused on linking residents and businesses to resources for disposal of organic waste and source reduction. General Manager Eggart provided the Board with specific goals and parameters he would pursue for such a program and requested direction from the Board. The Board discussed the proposal and provided input. After discussion, the Board agreed to the suggested approach and directed that the General Manager be authorized to implement an organics diversion messaging program after consultation with the program managers utilizing available funding in the Special Programs budget without bringing it back to the Board for further action.

**MOTION WAS MADE TO AUTHORIZE THE GENERAL MANAGER TO ENTER INTO CONTRACTS WITH ONE OR MORE PARTNERS ON BEHALF OF RSWA TO DEVELOP AND IMPLEMENT AN ORGANIC WASTE DIVERSION MESSAGING AND OUTREACH PROGRAM IN AN AGGREGATE AMOUNT UP TO \$15,000.** (Motion by Board Member Muir, City of Encinitas / Second by Board Member Grosch, City of Poway). Motion was approved by a vote of 7 ayes and 0 nays.

**Ayes: Green, Grosch, Gallo, Morrison, Muir, Nichols, Sinnott**

**Nays:**

**Abstain:**

**Absent:**

**B. Household Hazardous Waste (HHW) Participation Reports – Information Item**

Bill Wilson of the City of Encinitas reviewed the second quarter HHW participation reports for the Board and responded to questions. No action was taken.

**C. Legislative Update**

General Manager Eggart reported that the Legislature is just reconvening and there was not yet any new legislation of interest introduced.

**D. Update on Household Hazardous Waste (HHW), Organic Waste Issues and Other Potential Future Issues**

General Manager Eggart advised the Board that the HHW Door to Door Collections hotline had been down temporarily due to flooding, but service had been restored. General Manager Eggart also reported on the status of draft regulations to implement SB 1383 for Organic Waste Methane Emissions Reductions and notified the Board that PaintCare's Year 5 Annual Report is out and available for review.

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

**A. Review Future Meeting Schedule – Possible Action Item**

This item was scheduled for discussion and approval of the future meeting schedule. It was noted that the previously approved meeting schedule was as follows:

April 5, 2018  
July 5, 2018  
October 4, 2018

The Board discussed the meeting schedule and agreed to move the July 5, 2018 meeting to June 28.

**MOTION WAS MADE TO MOVE THE JULY 5, 2018 REGULAR BOARD MEETING TO JUNE 28, 2018 AT 9:00 A.M. AT THE FLETCHER COVE COMMUNITY CENTER, 133 PACIFIC AVENUE, SOLANA BEACH.** (Motion by Board Member Sinnott, City of Del Mar / Second by Board Member Green, City of Vista). Motion was approved by a vote of 7 ayes and 0 nays.

**Ayes:** Green, Grosch, Gallo, Morrison, Muir, Nichols, Sinnott  
**Nays:**  
**Abstain:**  
**Absent:**

**B. Update on Potential Education Conference Attendance – Information Item**

General Manager Eggart provided pertinent information regarding the upcoming Waste Expo 2018 scheduled to be held in Las Vegas on April 24-26. Jessica Toth



also provided brief information on the Zero Waste Symposium scheduled for February 6 in San Diego.

**C. Reports by Board Members and/or RSWA Staff Regarding Conferences Attended**

This item was scheduled to provide an opportunity for Board Members or RSWA staff to report on conferences attended. No Board Members attended conferences since the last Board meeting.

**D. Memorialization of Jeff Ritchie and EDCO Update**

Jeff Ritchie passed away on December 15, 2016. Board Members were provided with a copy of his obituary. Steve South and Elmer Heap of EDCO were present and discussed Jeff Ritchie's passing and his career with EDCO. Board Members offered comments.

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

Board Member Muir suggested that RSWA establish an ongoing award in Jeff Ritchie's name for achievement in the area of recycling. General Manager Eggart indicated he would look into it further and potentially bring it back for Board action.

Alternate Board Member Gallo requested that he be added to the distribution list for Agenda packets.

Board Member Muir noted that this was his last meeting and indicated how much he enjoyed his time on the Board.

Board Member Nichols commented on the size of the packet, suggested the General Manager did not need to provide so many copies, and inquired about the feasibility of purchasing iPads for Board members to review agenda packets. The Board members discussed these items and directed the General Manager to ask Board members in advance and only bring printed copies for those Board members that request it.

General Manager Eggart provided the Board members with copies of the previously approved RSWA History Document and advised that copies would also be made available to future RSWA Board members in printed or electronic format.

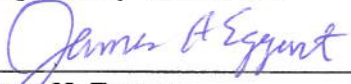
General Manager Eggart also reminded the Board members to complete and file their Form 700 annual economic disclosure statements with the General Manager by April 1<sup>st</sup>.

General Manager Eggart reported that Board Member Muir will be leaving and a new Board Member from the City of Encinitas will be present at the April 5, 2018 meeting.

10. **ADJOURNMENT**

Chairperson Morrison adjourned the meeting at 10:43 a.m. to the meeting of April 5, 2018 at 9:00 a.m. at the Fletcher Cove Community Center, 133 Pacific Avenue, Solana Beach.

**Respectfully Submitted:**

  
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James H. Eggart  
General Manager

**Approved:**

  
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Joe Green  
RSWA Secretary