

**MINUTES  
REGIONAL SOLID WASTE ASSOCIATION  
REGULAR MEETING**

**July 11, 2019  
9:00 a.m.**

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

**BOARD MEMBERS IN ATTENDANCE:**

**Council Member Ron Morrison, City of National City – RSWA Chairperson  
Council Member Joe Green, City of Vista – RSWA Vice-Chairperson  
Mayor Catherine Blakespear, City of Encinitas – RSWA Secretary  
Council Member Dave Grosch, City of Poway – RSWA Treasurer  
Council Member Mike Morasco, City of Escondido  
Council Member Sherryl Parks, City of Del Mar  
Council Member Kristi Becker, City of Solana Beach – Alternate**

**STAFF RESOURCES IN ATTENDANCE:**

**James H. Eggart, General Manager/General Counsel**

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

Chairperson Morrison called the meeting to order at 9:10 a.m. Board Member Morasco was absent when roll was called. All other Board members were in attendance.

Chairperson Morrison led the Board in the Pledge of Allegiance.

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

None.

3. **ORAL COMMUNICATIONS**

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

Jessica Toth addressed the Board regarding events and programs of the Solana Center for Environmental Innovation.

4. **CONSENT CALENDAR**

The Consent Calendar included the following items:

- A. Receive and File Minutes of the April 4, 2019 Meeting of the Board of the Regional Solid Waste Association.
- B. Receive and File Minutes of June 13, 2019 Budget Subcommittee Meeting.
- C. Receive and File RSWA Website Activity Reports for Fiscal Year 2018/2019 and the fourth quarter Fiscal Year 2018/2019.

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

(Motion by Treasurer Grosch / Second by Vice-Chairman Green). Motion was approved by a vote of 6 ayes, 0 nays and 1 absent.

**Ayes: Becker, Parks, Grosch, Blakespear, Green, Morrison,**

**Nays:**

**Abstain:**

**Absent: Morasco**

5. **PRESENTATION**

Elmer Heap and Robert Hill of EDCO made an oral presentation about the current state of recycling. Copies of the written presentation were provided to the Board Members and made available to the public.

Board Member Morasco arrived to the Meeting at 9:29 a.m.

6. **REPORTS BY MEMBER CITIES ON USE OF RSWA FUNDING – INFORMATION ITEM**

The Board reviewed reports provided by each of the Member Cities on the use of funding received from RSWA for FY 2018/19. General Manager Eggart provided a brief summary of the activities outlined in the Cities' reports. No action was taken.

7. **FINANCE AND BUDGET -- INFORMATION & ACTION ITEMS**

A. **RSWA Investment Report for the Fourth Quarter of Fiscal Year 2018/2019 – Information Item (Receive and File)**

General Manager Eggart reviewed the Investment Report as of June 30, 2019. All of RSWA's funds are invested in the City of Vista's portfolio. As of June 30, 2019, RSWA had an invested cash balance of \$454,651. Detail on the City of Vista's portfolio and investment activity through April 30, 2019 was provided to the Board Members in their respective agenda packets.

**MOTION WAS MADE TO RECEIVE AND FILE THE INVESTMENT REPORT FOR THE FOURTH QUARTER OF FISCAL YEAR 2018/2019 AS PRESENTED.** (Motion by Vice-Chairperson Green / Second by Treasurer Grosch). Motion was approved by a vote of 7 ayes, 0 nays.

Ayes: Green, Grosch, Morasco, Becker, Parks, Blakespear, Morrison  
Nays:  
Abstain:  
Absent:

B. **Review Budget and Expenditure Status for the Fourth Quarter of Fiscal Year 2018/2019 – Information Item (Receive and File)**

General Manager Eggart reviewed the Financial Status and Cash Activity reports as of June 30, 2019. Details were provided to the Board Members in their respective agenda packets. The year-to-date activity reflected in the reports showed actual revenues of \$303,529 and actual expenditures of \$328,864. RSWA had a fund balance of \$454,651 as of June 30, 2019.

**MOTION WAS MADE TO RECEIVE AND FILE THE FINANCIAL STATUS AND CASH ACTIVITY REPORTS FOR THE FOURTH QUARTER OF FISCAL YEAR 2018/2019 AS PRESENTED.** (Motion by Board Member Parks / Second by Treasurer Grosch). Motion was approved by a vote of 7 ayes, 0 nays.

Ayes: Morasco, Becker, Parks, Grosch, Blakespear, Green, Morrison  
Nays:  
Abstain:  
Absent:

**C. Fiscal Year 2018/2019 Budget Transfers – Action Item**

The Board considered administrative transfers of \$1,902 and \$1 of budgeted funds within the Fiscal Year 2018/2019 Budget from the “Contingency” category to the “Legal Services” and “Intergovernmental Programs” categories, respectively. It was noted that overall expenditures for Fiscal Year 2018/2019 are anticipated to be less than budgeted, but that actual expenditures for legal services and Environmental Enhancement Program payments would be slightly more than originally budgeted. The adopted Budget expressly allows for administrative transfers of funds budgeted for one expense category to one or more other expense categories as directed by the RSWA Board or as otherwise necessary and appropriate, provided the total budget for expenses is not exceeded.

**MOTION WAS MADE TO APPROVE THE PROPOSED ADMINISTRATIVE TRANSFER OF BUDGETED FUNDS BETWEEN BUDGET CATEGORIES AS PRESENTED.** (Motion by Board Member Parks / Second by Treasurer Grosch). Motion was approved by a vote of 7 ayes, 0 nays.

**Ayes:** Morasco, Becker, Parks, Grosch, Blakespear, Green, Morrison

**Nays:**

**Abstain:**

**Absent:**

**D. Discussion of Equity Adjustment Payments to Poway and National City – Information Item**

The Board discussed the history of the annual equity adjustment payments made to the Cities of Poway and National City, and General Manager Eggart and Chairperson Morrison provided the Board with background information. No action was taken.

Board Member Morasco left the Meeting at 10:20 a.m.

**E. Consideration of FY 2019/2020 and FY 2020/2021 Budgets – Action Item**

General Manager Eggart and the Budget Subcommittee comprised of Chairperson Morrison, Vice-Chairperson Green, and Treasurer Grosch presented the draft FY 2018/2019 and FY 2020/2021 budgets for review and approval. Updates to the copies of the proposed Budgets included within the agenda packet were provided to the Board and the public at the meeting. The total proposed expenditure budgets are \$352,185 for FY 2019/2020 and \$352,185 for FY 2020/2021. The budget closure reserve fund for the two HHW facilities is \$122,000 in each year. The proposed

Budgets contain a "Contingency" Budget category and provide that funds budgeted for Contingency purposes may be expended for unanticipated expenses not otherwise reflected in the adopted budgets. In addition, pursuant to the proposed Budgets, the General Manager is authorized to administratively transfer funds budgeted for one expense category to one or more other expense categories as directed by the RSWA Board or as otherwise necessary and appropriate, provided the total budget for expenses is not exceeded.

**MOTION WAS MADE TO APPROVE FY 2019/2020 and FY 2020/2021 Budgets.** (Motion by Secretary Blakespear / Second by Vice Chair Green). Motion was approved by a vote of 6 ayes, 0 nays and 1 absent.

**Ayes:** Becker, Parks, Grosch, Blakespear, Green, Morrison  
**Nays:**  
**Abstain:**  
**Absent:** Morasco

**F. Review and Adopt Revised Statement of Investment Policy and Delegation of Investment Authority to Vista City Treasurer – Action Item**

General Manager Eggart recommended the approval of an update to RSWA's Statement of Investment Policy through adoption of Resolution No. 2019-01. The updated Policy mirrors the current investment policy of the City of Vista and has been updated to reflect recent changes to the City of Vista's investment policy. The updated Policy and Resolution No. 2019-01 also provide for delegation of authority to the Treasurer of the City of Vista to invest RSWA funds.

**MOTION WAS MADE TO ADOPT RESOLUTION NO. 2019-01 ADOPTING A REVISED STATEMENT OF INVESTMENT POLICY.** (Motion by Board Member Parks / Second by Vice Chair Green). Motion was approved by a vote of 6 ayes, 0 nays and 1 absent.

**Ayes:** Becker, Parks, Grosch, Blakespear, Green, Morrison  
**Nays:**  
**Abstain:**  
**Absent:** Morasco

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

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

Ashlee Stratakis of the City of Encinitas reviewed the HHW participation summary reports for Fiscal Year 2018/2019 and responded to Board Member questions. Per the Board's request, a report showing the volume of paint turned in pursuant to the Paint Care program was included. Copies of the reports were provided to the Board Members in their respective agenda packets. No action was taken.

B. **Update on Discussions with County of San Diego Regarding County Resident Use of HHW Facilities – Information Item**

General Manager Eggart and Elmer Heap of EDCO provided the Board with an update on the status of discussions with the County of San Diego on contracting to allow County residents to utilize RSWA managed HHW facilities. No action was taken.

C. **Legislative Update – Information Item**

General Manager Eggart updated the Board on pending legislative matters of interest relating to solid waste, organic waste, and household hazardous waste. A memorandum and a PowerPoint presentation summarizing the pending legislation of interest was provided to the Board and made available to the public. No action was taken.

D. **Update on HHW Issues, Organic Disposal Issues, and other Potential Future Issues – Information Item**

General Manager Eggart updated the Board on the status of CalRecycle's draft regulations to implement SB 1383 for organic waste methane emissions reductions.

9. **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:

October 3, 2019  
January 2, 2020  
April 2, 2020

**MOTION WAS MADE TO MOVE JANUARY 2, 2020 REGULAR MEETING TO JANUARY 9, 2020 AT 9:00 A.M. AT THE FLETCHER COVE COMMUNITY CENTER, 133 PACIFIC AVENUE, SOLANA BEACH.** (Motion by Vice Chair Green / Second by Treasurer Grosch). Motion was approved by a vote of 6 ayes, 0 nays and 1 absent.

**Ayes:** Becker, Parks, Grosch, Blakespear, Green, Morrison  
**Nays:**  
**Abstain:**  
**Absent:** Morasco

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

Vice-Chairperson Green provided a report to the Board regarding his attendance of the Waste Expo conference held May 6-9, 2019 in Las Vegas, Nevada.

**C. Approval of Board Member and General Manager Attendance at and Reimbursement of Conference Expenses for all 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 Waste 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
7. San Diego Food System Alliance Food Waste Solution Summit

General Manager Eggart recommended the Board approve Board Member and General Manager attendance at meetings, including out of state meetings, on the List of Accepted Organizations and Conferences, and the reimbursement of associated expenses. This includes authorization for reimbursement of actual costs for attendance that exceed \$1,000.

**MOTION WAS MADE TO APPROVE BOARD MEMBER AND GENERAL MANAGER ATTENDANCE AT, AND REIMBURSEMENT OF EXPENSES INCURRED FOR, MEETINGS AND CONFERENCES, INCLUDING OUT-OF-STATE MEETINGS AND CONFERENCES, OF THE ORGANIZATIONS LISTED ON THE LIST OF ACCEPTED ORGANIZATIONS AND CONFERENCES PRESENTED AT THE MEETING. (Motion by Secretary Blakespear / Second by Vice Chair Green). Motion was approved by a vote of 6 ayes, 0 nays and 1 absent.**

**Ayes: Becker, Parks, Grosch, Blakespear, Green, Morrison**  
**Nays:**  
**Abstain:**  
**Absent: Morasco**

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

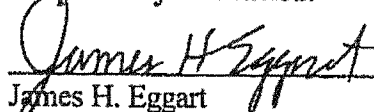
General Manager Eggart reported that he was in the processing of contracting with a payroll vendor, CapForge Bookkeeping, to process payroll for Board Member stipends.

General Manager Eggart also advised the Board that several HHW-related contracts were expiring at the end of the Fiscal Year and requested Board input on the process for conducting negotiations. The consensus of the Board members was that the General Manager should negotiate these contracts with the input of the Executive Committee of the Board.


**11. ADJOURNMENT**

Chairperson Morrison adjourned the meeting at 11:05 a.m. to the meeting of October 3, 2019 at 9:00 a.m. at the Fletcher Cove Community Center, 133 Pacific Avenue, Solana Beach.

**Respectfully Submitted:**

  
James H. Eggart  
General Manager

**Approved:**

  
Catherine Blakespear  
RSWA Secretary