

**MINUTES
REGIONAL SOLID WASTE ASSOCIATION
SPECIAL MEETING AGENDA**

**October 20, 2011
9:00 a.m.**

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

BOARD MEMBERS IN ATTENDANCE:

**Councilmember Terry Sinnott, City of Del Mar – RSWA Treasurer
Councilwoman Teresa Barth, City of Encinitas
Deputy Mayor Marie Waldron, City of Escondido
Mayor Ron Morrison, City of National City - RSWA Chairman
Councilmember Mike Nichols, City of Solana Beach – RSWA Vice-Chairman
Councilmember John Mullin, City of Poway
Councilmember Dave Cowles, City of Vista – RSWA Board Secretary**

STAFF RESOURCES IN ATTENDANCE:

**Lin Wurbs, RSWA General Manager
Tom Nixon, Legal Counsel
Rita Geldert, City Manager – City of Vista
Dale Nielsen, Finance Manager – City of Vista**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Morrison called the meeting to order at 9:14 a.m. and asked Board Member Waldron to lead the Board in the Pledge of Allegiance.

2. MOMENT OF SILENT REFLECTION FOR FORMER BOARD MEMBER AND RSWA TREASURER MAGGIE HOULIHAN

Chairman Morrison asked the Board to remain standing after the Pledge of Allegiance and asked that everyone take a moment to reflect on former Board Member Maggie Houlihan of Encinitas who had passed away in September.

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

There was no need for anyone to be sworn in as a new Board Member. The Board did welcome Council Member Teresa Barth from the City of Encinitas, who had sworn in at a previous Board Meeting.

4. **ORAL COMMUNICATIONS**

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

Sandy Atkinson, Outreach Director, for the Solana Center for Environmental Innovation asked for the opportunity to introduce new staff from the Center. She introduced Bill Dean as the new Managing Director and Liz Mendelson as the new Senior Program Manager of the Solana Center.

5. **REVIEW ASSOCIATION MEETING MINUTES OF JULY 7, 2011 – ACTION ITEM**

This item was scheduled for the Board to review approve the Regular Board Meeting Minutes of July 7, 2011.

MOTION WAS MADE TO APPROVE THE MINUTES OF JULY 7, 2011. (Motion by Board Member Mullin, City of Poway / Second by Board Member Sinnott, City of Del Mar.)

Motion passed unanimously (7 ayes, 0 nays).

6. **ELECTION OF TREASURER – ACTION ITEM**

This item was scheduled to elect a new Treasurer due to the death of Treasurer Houlihan.

MOTION WAS MADE TO NOMINATE BOARD MEMBER SINNOTT OF THE CITY OF DEL MAR AS THE TREASURER. (Motion by Board Secretary Cowles, City of Vista / Second by Vice-Chairman Nichols, City of Solana Beach.)

Motion passed unanimously (7 ayes, 0 nays).

7. **PRESENTATION BY THE CALIFORNIA PRODUCT STEWARDSHIP COUNCIL REGARDING THE EXTENDED PRODUCER RESPONSIBILITY PROGRAM - INFORMATION ITEM**

Susan Collins representing the California Product Stewardship Council (CPSC) made a presentation on the subject of Extended Producer Responsibility.

The Board dialogued with Ms. Collins during an extensive question and answer period. The Board asked that Ms. Collins send the power point presentation to General Manager Wurbs so that it could be forwarded to the Board Members and staff from the cities.

8. FINANCE AND BUDGET - INFORMATION & ACTION ITEMS

A. Review Final Budget and Expenditure Status for Fiscal Year 2010/2011 - Information Item

General Manager Wurbs and Fiduciary Agent Dale Nielsen of the City of Vista reviewed the final budget and expenditure status for June 30, 2011.

Ms. Wurbs highlighted for the Board that the final Fund Balance for FY 2010/2011 rolled up to be the beginning fund balance for FY 2011/2011 for a total of \$325,619 which included the Board approved distribution of HHW senior/disabled contract allocation to the cities of National City, Poway and Vista. General Manager Wurbs reported that the revenues for FY 2010/2011 were approximately \$1,000 higher than anticipated at the beginning of the last fiscal year when the budget was put together and that the expenses ended up being approximately \$18,000 less than anticipated. There were no questions on the summary.

MOTION WAS MADE TO ACCEPT AND FILE THE FINAL BUDGET AND EXPENDITURE STATUS REPORT FOR FISCAL YEAR 2010/2011. (Motion by Board Secretary Cowles, City of Vista / Second by Vice-Chairman Nichols, City of Solana Beach.)

Motion passed unanimously (7 ayes, 0 nays).

B. RSWA Investment Report for the First Quarter of Fiscal Year 2011/2012 – Information Item (Receive and File)

General Manager Wurbs and Fiduciary Agency representative Dale Nielsen of the City of Vista reviewed the investment report as of September 30, 2011.

This item was scheduled to review the Investment Report for the quarter ending September 30, 2011. At the request of the Chairman, General Manager Wurbs and Fiduciary Agency representative Dale Nielsen of the City of Vista reviewed the investment report as of September 30, 2011 with the Board.

Ms. Wurbs pointed out that RSWA's share of the Vista investment portfolio is yielding approximately 1.75 % for the last quarter versus the LAIF fund which is yielding .25 % as of September 30, 2011. Ms. Wurbs also pointed out that the portfolio is primarily invested out to a maximum of 5 years. Ms. Wurbs also highlighted that the investments by category are invested very conservatively. Ms. Wurbs did report that the entire investment report from the City of Vista was attached to the report for the RSWA Board.

Item 8. B. Continued

Fiduciary Agent Nielsen shared with the Board that several investments that were yielding a higher rate had been “called” and that he was in search of higher yielding vehicles that maintained the safe investment status. Mr. Nielsen did comment that he found it very hard to understand why rates have continued to be so low when the federal government injected so much cash into the economy over the past two years. There were no questions on the summary.

The recommendation was to receive and file the investment report.

MOTION WAS MADE TO RECEIVE AND FILE THE INVESTMENT REPORT. (Motion by Secretary Cowles, City of Vista / Second by Board Member Mullin, City of Poway.)

Motion passed unanimously (7 ayes, 0 nays).

C. Review Budget and Expenditure Status for the First Quarter of Fiscal Year 2011/2012 - Information Item (Receive and File)

General Manager Wurbs and Fiduciary Agency representative Dale Nielsen of the City of Vista reviewed the first quarter budget and expenditure status as of September 30, 2011. Ms. Wurbs highlighted that even though the report states that it is through September 30, 2011 the report does also include the checks that have been written through 9/30/11 which include the \$100,000 worth of checks for the Environmental Enhancement Fund distribution that will be distributed at the Board meeting today.

There were no questions on the report.

MOTION WAS MADE TO RECEIVE AND FILE THE BUDGET AND EXPENDITURE STATUS REPORT. (Motion by Secretary Cowles, City of Vista / Second by Board Member Mullin, City of Poway.)

Motion passed unanimously (7 ayes, 0 nays).

D. Report on Environmental Enhancement Fund Distribution and Press Release – Information Item

General Manager Wurbs provided a summary of the distribution of the Environmental Enhancement Funds and reviewed the press release. Ms. Wurbs highlighted that there was a generic press release in the packet and that she had distributed individualized press releases for each of the cities that would be forwarded electronically after the Board meeting.

The Board expressed their support of the press release that was included in the packet.

9. HOUSEHOLD HAZARDOUS WASTE (HHW) ISSUES - INFORMATION

HHW Participation Reports - Information Item

General Manager Wurbs reviewed the HHW participation reports with the RSWA Board. Ms. Wurbs also provided an update to questions asked at the July Board meeting particularly that the hotline was an important component of the entire HHW program and necessary and essential for scheduling the door-to-door pick-ups as well as responding to questions raised by residents in all of the RSWA cities.

Vice-Chairman Nichols noted that he had called the hotline number recently and that the voicemail led him to believe that it was for another jurisdiction in northern California and that it was very misleading. General Manager Wurbs mentioned that she thought that problem had been taken care of but that she would follow-up immediately and make sure that the hotline was functioning correctly and that messages left were being followed up in a timely fashion.

10. PRESENTATION REGARDING “DAY WITHOUT A BAG” PROGRAM AND REQUEST FOR RSWA’S SUPPORT OF THE PROGRAM - INFORMATION AND POSSIBLE ACTION ITEM

This item was scheduled for a presentation by Jacy Bolden, Regional Coordinator of Day Without a Bag – 2011. Ms. Bolden requested support of the program by RSWA. The Board discussed the options for supporting the program and suggested that any financial support be discussed as part of the future budget process for FY 2012-2013. Ms. Wurbs suggested that perhaps the Board would like to consider passing a resolution in support of the “Day Without a Bag” program. The Board then adopted a resolution in support of the program for the Chairman’s signature in a form drafted by the General Manager Wurbs and General Counsel Nixon.

MOTION WAS MADE TO ADOPT A RESOLUTION IN SUPPORT OF THE DAY WITHOUT A BAG PROGRAM FOR THE CHAIRMAN’S SIGNATURE IN A FORM DRAFTED BY THE GENERAL MANAGER AND THE GENERAL COUNSEL. (Motion by Secretary Cowles, City of Vista / Second by Board Member Mullin, City of Poway.)

Motion passed unanimously (7 ayes, 0 nays).

11. ADMINISTRATIVE MATTERS - ACTION ITEMS

A. Discuss and Approve Future Meeting Schedule – Action Item

This item was scheduled for the Board to review and approve the 2012 meeting schedule. After discussion of the dates the Board agreed by consensus to leave the meeting schedule as proposed. The Board Members requested that Ms. Wurbs confer with the City of Solana Beach to ascertain if the Fletcher Cove Community Center might be available for future meetings of the RSWA Board.

Item 11. A. Continued

2012 Meeting Schedule:

January 5, 2012

April 5, 2012

July 5, 2012

October 4, 2012

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

No conferences were attended and therefore there were no reports.

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

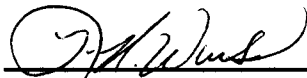
This item was scheduled for Board Members, the General Manager or General Council to ask questions, make comments or ask that a specific matter be agenzized for consideration at a later meeting.

General Manager Wurbs used this opportunity on the agenda to thank City Manager Rita Geldert, who had announced her retirement as City Manager for the City of Vista, for her contribution of time, energy and effort to the Regional Solid Waste Association. Board Member Cowles announced that Vista would be continuing to support RSWA by asking that newly appointed City Manager Patrick Johnson work with RSWA in the future.

13. ADJOURNMENT

The Chairman adjourned the meeting at 10:47 a.m.

Respectfully Submitted:



Lin Wurbs
General Manager

Approved:

Dave Cowles
RSWA Secretary