

**MINUTES  
REGIONAL SOLID WASTE ASSOCIATION  
SPECIAL MEETING**

**June 28, 2012  
9:00 a.m.**

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

**BOARD MEMBERS IN ATTENDANCE:**

**Deputy Mayor Terry Sinnott, City of Del Mar – RSWA Treasurer  
Council Member Mark Muir, City of Encinitas  
Deputy Mayor Marie Waldron, City of Escondido  
Mayor Ron Morrison, City of National City - RSWA Chairman  
Council Member Mike Nichols, City of Solana Beach – RSWA Vice Chairman  
Council Member John Mullin, City of Poway**

**STAFF RESOURCES IN ATTENDANCE:**

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

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

Chairman Morrison called the meeting to order at 9:10 a.m. and asked General Manager Wurbs to handle roll call of the Board – all members were present with the exception of a representative from the City of Vista.

Chairman Morrison asked Treasurer Sinnott to lead 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 was no public testimony.

4. **REVIEW ASSOCIATION MEETING MINUTES OF APRIL 5, 2012 – RECEIVE AND FILE**

This item was scheduled for the Board to review and receive and file the Special Board Meeting Minutes of April 5, 2012. By consensus the Board supported the recommendation to receive and file and minutes.

**MOTION WAS MADE TO ACCEPT AND FILE THE MINUTES OF APRIL 5, 2012.** (Motion by Board Member Muir, City of Encinitas / Second by Treasurer Sinnott, City of Del Mar.) **Motion passed unanimously (6 ayes, 0 nays).**

5. **AMENDED BY-LAWS – POSSIBLE ACTION ITEM**

General Manager Wurbs reviewed the proposed amendments to the By-Laws and requested approval of the amended By-Laws through the approval of Resolution 2012-02.

Ms. Wurbs highlighted the recommended changes to the By-Laws which included providing for the regular meetings of the Regional Solid Waste Association to be held at the Fletcher Cove Community Center in the City of Solana Beach on the first Thursday of January, April, July and October of each year and for the election of officers to occur in April annually. Additionally, Ms. Wurbs and General Counsel Nixon recommended approval of amendments which provided for decisions to be made by a majority of the quorum present at a Board meeting as well as recommended language to address the security mechanism that covers the Treasurer, General Manager and Fiduciary Agent.

**MOTION WAS MADE TO APPROVE RESOLUTION NO. 2012-02 ADOPTING THE AMENDED BY-LAWS FOR RSWA** (Motion by Board Member Muir, City of Encinitas / Second by Board Secretary Sinnott, City of Del Mar.) **The roll call vote produced unanimous approval of Resolution # 2012-02 adopting the amended By-Laws (6 ayes, 0 nays).**

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

This item was scheduled for each of the Member Cities to report on the use of the RSWA supported \$1,000 per jurisdiction education funding within their respective City.

Ms. Waldron reported that the City of Escondido utilized the funding to support the Earth Day Poster Contest which involved 1800 students in 27 schools. Board Member Waldron also shared with the full Board copies of the winning posters. The poster contest winners were honored at a special ceremony at a City Council Meeting in April and the top 30 winners and teachers received various prizes.

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Mr. Muir asked Bill Wilson to provide the report for the City of Encinitas. Encinitas utilized the funds to update the Environmental Services Guide for the city.

Board Member Sinnott reported that the funding was utilized to reach out to commercial businesses by providing “hands-on” direct communication to increase diversion through education.

Chairman Morrison reported that National City utilized the funding in a combination approach through a poster contest as a part of celebrating the City of National City’s 125<sup>th</sup> Anniversary Founder’s Day celebration as well as a reusable bag program.

Board Member Mullin reported the City of Poway used the funding to put together an educational mailer/flyer that was utilized to reach out to repeat customers at the HHW facility. Mr. Mullin provided the Board with a copy of that flyer.

Vice Chairman Nichols reported that the City of Solana Beach used the funding to support the 5 R’s “poster” contest on reusable bags in the 3<sup>rd</sup> grade Science class. and as prizes for the top three individual winners. The “bag monster” was in attendance at the full school program. The City of Solana Beach invited the winners to the City Council meeting and provided prizes to the classroom as well as the individual winners. The students also made robots out of recyclable materials that were also on display at City Hall.

Lyn Dedmon from the City of Vista reported that the City of Vista utilized the funding for poster boards which showed the cycle of recycling and also purchased recyclable piggy banks which were provided on Earth Day at various events. The piggy banks provided the opportunity to “teach” young people the benefits of recycling cans, plastic and bottles to “save” the money that those items generate when recycled properly.

7. **REPORT BY AD HOC HHW MARKETING AND EDUCATION SUBCOMMITTEE – POSSIBLE ACTION ITEM**

This item was scheduled for the Ad Hoc HHW Marketing and Education Subcommittee composed of Vice-Chairman Nichols, Board Member Waldron and Treasurer Sinnott to provide a report and recommendations that might have an effect on both the current budget and the proposed budget for FY 2012/2013. Vice-Chairman Nichols asked Ms. Wurbs to summarize the Ad Hoc Subcommittee’s recommendation to have RSWA secure its own telephone number so that it could be utilized on any educational material such as flyers, billing inserts, magnets in addition to the RSWA website. Vice-Chairman Nichols provided the details regarding the possible telephone number. Vice-Chairman Nichols reported that several interesting RSWA related phone numbers were available and reported that the Subcommittee had honed in on (858) 481-SAFE (7233). Mr. Nichols described that this would provide for the marketing tool motto: **For the SAFE disposal of HHW call: xxx-xxx-SAFE (7233)**. The phone would remotely dial directly to the 800 number of Philip Services or any number in the future of any other HHW vendor of services that RSWA chooses to use.

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Chairman Morrison suggested that another possible number for consideration might be 4449 as the last four digits, which would translate to: **For HHW services call: xxx-xxx-4HHW (4449)**. Mr. Nichols commented that was another great suggestion and that we had also looked at “divert”, “recycle” and others.

Another point that was discussed was getting stickers that actually stay on the can. Mr. Sinnott had provided a good option for review which are the SDG&E stickers which are water proof and have good staying power as well as anti-fading.

Ms. Wurbs also reported that the Ad Hoc Subcommittee recommended proceeding with funding of a graphic designer for a “sticker” for garbage cans and reported that the City of Solana Beach stands ready to be a test market for the RSWA sticker and be the pilot project jurisdiction. Ms. Wurbs reported that the City of Del Mar had proceeded with Waste Management to utilize a Waste Management sticker and those were in the process of being applied to the cans in Del Mar. In response to a question, Ms. Wurbs reported that there was funding available in the FY 2012/2013 budget for the phone, the graphic designer as well as the pilot project stickers.

**MOTION WAS MADE TO APPROVE THE RSWA PHONE NUMBER OF (858) 481-SAFE (7233) AS WELL AS FUNDING FOR THE PILOT PROJECT STICKER PROGRAM.** (Motion by Board Member Muir, City of Encinitas / Second by Board Secretary Sinnott, City of Del Mar.) **(6 ayes, 0 nays).**

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

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

Treasurer Sinnott, General Manager Wurbs and Fiduciary Agency representative Dale Nielsen of the City of Vista reviewed the investment report as of June 19, 2012.

Ms. Wurbs reported that RSWA monies are invested in the Vista portfolio which in January earned 1.30% compared to LAIF which was earning .367% during the same timeframe. Ms. Wurbs reported that RSWA’s money is safely invested within the City of Vista investment pool.

The recommendation was to receive and file the investment report which the Board supported by consensus.

(Agenda Item # 8 Continued)

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

Treasurer Sinnott, General Manager Wurbs and Fiduciary Agency representative Dale Nielsen of the City of Vista reviewed with the Board the fourth quarter budget and expenditure status as of June 19, 2012. Ms. Wurbs pointed out that we have spent 95% of our budget at this point in the fiscal year.

The recommendation was to receive and file the budget and expenditure status reports for the fourth quarter of the fiscal year which the Board supported by consensus.

**C. HHW – Door to Door Allocation & Funding – Action Item**

This item was scheduled to discuss the HHW Door-to-door senior and handicapped contract allocation from Philip Services (PSC) to RSWA. Ms. Wurbs pointed out that if the item was approved it would have an effect on the current expenditure amounts in the FY 2011/2012 Budget.

The Ad Hoc Budget Subcommittee and General Manager Wurbs recommended allocating funding directly to the Cities of Poway, National City and Vista in the amount of \$3,744 to supplement the FY 2011/12 contract allocation which was utilized primarily by the coastal cities.

**MOTION WAS MADE TO APPROVE THE DOOR-TO-DOOR ALLOCATION IN THE AMOUNT OF \$3,744 TO THE CITIES OF POWAY, NATIONAL CITY AND VISTA WITHIN THE FY 2011/12 BUDGET. (Motion by Board Member Muir, City of Encinitas / Second by Board Member Mullin, City of Poway.) Motion passed unanimously (6 ayes, 0 nays).**

**D. Review FY 2012/2013 and FY 2013/14 Budgets - Possible Action**

General Manager Wurbs and the Budget Subcommittee composed of Treasurer Sinnott, Board Member Mullin and Chairman Morrison reviewed the draft FY 2012/2013 and FY 2013/2014 Budgets.

The Budget Subcommittee recommended approval of the draft budgets for the two fiscal years. Treasurer Sinnott asked Ms. Wurbs to provide the highlights of the draft budgets. Ms. Wurbs reported that the new fiscal year budgets included the recommendation to continue the funding of the HHW Education allocation of \$1,000 to each jurisdiction as well as an increase in funding of the Environmental Enhancement Funds to \$120,000 from \$100,000. Ms. Wurbs also pointed out that the Budget Subcommittee had requested that the line items under the Special Events/Special Programs category in the budget be delineated in six subcategories. Ms. Wurbs did highlight that funding is available for the RSWA phone and stickers as approved in Item 7.

(Agenda Item # 8.D. Continued)

**MOTION WAS MADE TO APPROVE THE BUDGETS FOR FY 2012/13 AND FY 2013/14.** (Motion by Board Member Muir, City of Encinitas / Second by Board Member Mullin, City of Poway.) **Motion passed unanimously (6 ayes, 0 nays).**

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

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

General Manager Wurbs provided an overview of the HHW reports and offered that she and Bill Wilson of the City of Encinitas would be happy to answer any questions.

**B. Review HHW Items – Possible Action**

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

**1. PaintCare Program – Update and Possible Action Item**

General Manager Wurbs provided a general overview of the new statewide PaintCare program. Ms. Wurbs will continue to work on this issue with Jeff Ritchie, RSWA's partner in the HHW program and Philip Services (PSC) – our HHW vendor.

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

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

October 4, 2012  
January 3 or 10, 2013

This item was scheduled for discussion and approval of the future meeting schedule. Ms. Wurbs asked if the Board was interested in making a decision on the January 3 or 10 dates for the RSWA Board Meeting and by consensus the Board chose the January 10, 2012 date for the meeting, which will make the meeting a Special Meeting.

**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. There were no conferences attended by staff or Board Members.

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

This item was scheduled for Board Members, the General Manager or General Counsel to ask questions, make comments or ask that a specific matter be agendaized for consideration at a later meeting. There were no comments by Association Members, General Counsel or the General Manager.

12. **ADJOURNMENT**

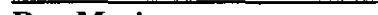
The Chairman adjourned the meeting at 10:20 a.m.

Respectfully Submitted:



Lin Wurbs  
General Manager

Approved:



Ron Morison  
RSWA Chairman