WEST CONTRA COSTA INTEGRATED WASTE MANAGEMENT AUTHORITY BOARD OF DIRECTORS MEETING MINUTES – JULY 16, 2020

Meeting Date | Time ***7/16/2020 6:15 PM*** **| Meeting Location** ***The meeting was held exclusively via teleconference participation of a quorum of Board members in locations not open to the public in compliance with the Governor's Executive Order N-25-20 (March 12, 2020) as superseded by Order N-29-20 (March 17, 2020), allowing for deviation of teleconference and physical location meeting rules otherwise required by the Ralph M. Brown Act. The purpose of the orders is to provide the safest environment for staff and the public consistent with Contra Costa County Health Services' current public health recommendations, while allowing the public to observe and address the Board. All votes of the Board to be Roll Call votes.***

Meeting called by	Board of Directors
Type of meeting	Special
Authority Staff Present	Peter Holtzclaw, Christina Leard, Andy Schneider
Legal Counsel	None

Board Members Present:

Directors: A. Pineda (Chair) San Pablo; G. Quinto, El Cerrito; P. Murray, Pinole; D. Romero, Hercules; B. Choi, N. Bates (Vice Chair), and J. Myrick, Richmond

Absent: F. Glover (Ex-Officio) Contra Costa County

CALL TO ORDER/ROLL CALL

Chair Pineda called the meeting to order at 6:17 P.M. The Roll Call established the existence of a quorum (Bates, Choi, Murray, Myrick, Pineda, Romero, and Quinto).

CLOSED SESSION

There was no closed session.

PLEDGE OF ALLEGIANCE

Chair Pineda led the Pledge of Allegiance.

EX-PARTE COMMUNICATIONS & DISCLOSURE

There were no ex-parté communications or disclosures.

PUBLIC COMMENT

There were no comments from the public.

CONSENT CALENDAR

MOTION by Director Romero to approve the Consent Calendar consisting of Items 6.0 and 6.1. **SECOND** by Director Quinto.

MOTION PASSED unanimously by a Roll Call vote.

Staff Report Item 7 | Presenters | *RecycleMore Staff*

Executive Director Peter Holtzclaw reported that staff was finalizing a few Requests for Proposal (RFPs) that had been passed in the budget, with a current contract with R-3 Consulting for SB 1383 preparation, with a report back in September. There was also a non-disclosure agreement (NDA) and a draft contract for Recyclist, to be reviewed by RecycleMore and Republic Services counsel for an agreement with Recyclist, expected by September.

Source Reduction and Recycling Program Manager Andy Schneider reported that:

1) Staff continues to negotiate with Republic on acceptable contract language and a NDA for the Recyclist contract. Recyclist has agreed to honor the pricing in their previous quote.

Recycling and Solid Waste Program Manager Christina Leard reported that:

1) The Household Hazardous Waste (HHW) one-day event in Hercules on June 27 had been the first event of the year and the largest to date, with 1,032 participants as opposed to 559 in 2019. 426 mattresses had been collected, 58 staff had been present including RecycleMore and Republic staff, and 91,567 pounds of HHW had been collected, which included 14,000 pounds of e-waste. She explained that so many mattresses had been collected that two 53-foot trailers and one 28-foot trailer had been required. She presented aerial photos of the event. Of the 1,032 participants, 589 were from Hercules, 223 from Pinole, 138 from Rodeo, 53 from Crockett, 12 from Richmond, 6 from Port Costa, 5 from El Sobrante, 2 from Tormey, 1 from El Cerrito, and 3 from unincorporated Contra Costa County.
2) A graph to identify the HHW participation to date in 2020 by day of the week from the permanent Richmond and El Cerrito facilities had shown a steady participation until March 17 when the shelter in place order occurred and the Richmond facility remained open and the El Cerrito facility had closed. El Cerrito reopened on May 19 and were slowly getting back to its participation numbers while Richmond remained within its normal participation.
3) Upcoming HHW events had been planned for Saturday, August 29 at Hilltop Church of Christ in El Sobrante, and Saturday, September 19 at the Galileo Club in Richmond, both open from 8:00 A.M. to 1:00 P.M. Mattresses will be collected at both events.

Director Quinto thanked staff for managing the event and was pleased to see such a turnout for mattress collection. He congratulated Hercules for hosting the event.

Director Romero stated that while the City of Hercules had provided the location, both RecycleMore and Republic Services were to be congratulated for the success of the event. He looked forward to another HHW event in Hercules.

Ms. Leard commented that the increase in turnout was likely due to the sheltering in place when people were cleaning out their homes. As a result, there would likely be an increase in materials this year.

Agenda Item *8.0 – West Contra Costa Integrated Waste Management Authority Fiscal Year 2020-21 Budget* | Presenter *Peter Holtzclaw – Executive Director*

Mr. Holtzclaw stated that at the last meeting the Board had approved the Fiscal Year 2020-21 Budget, although the resolution had not included the 3 percent COLA to staff. The current resolution included the 3 percent COLA and he requested the Board's official adoption of Resolution 20-03.

MOTION by Director Quinto to adopt Resolution 20-03, approving the Final Fiscal Year 2020-21 Operating Budget (Exhibit A to Attachment 1) in the amount of $1,637,026, including use of reserves in the amount of $345,752 to balance the Operating Fund (Fund 780) Budget, and appropriate $350,000 from the Recycling Fund (Fund 781) for the new UAL/OPEB Retirement Fund (Fund 783). **SECOND** by Director Myrick.

MOTION PASSED unanimously by a Roll Call vote.

BOARD MEMBER AND STAFF ANNOUNCEMENTS

There were no Director or staff announcements.

ADJOURNMENT

With consensus of the Board, Chair Pineda adjourned the meeting at 6:36 P.M. until the regular Board meeting scheduled for September 10, 2020 at 6:15 P.M.

I hereby certify the foregoing to be a true and correct statement of the Official Minutes of the West Contra Costa Integrated Waste Management Authority Board meeting held July 16, 2020.

Christina Leard

Jan 13, 2022

Board Secretary, Christina Leard

Date

2020 07-16 Board Meeting Minutes-WCCIWMA-RecycleMore

Final Audit Report 2022-01-13

Created:	2022-01-12
By:	Lisa Borreani (coordinator@recyclemore.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_bkD4zaypFCsz6GpMzM8kFolFhQMEwUl

"2020 07-16 Board Meeting Minutes-WCCIWMA-RecycleMore" History

Document created by Lisa Borreani (coordinator@recyclemore.com)
2022-01-12 - 11:57:54 PM GMT

Document emailed to Christina Leard (christinal@recyclemore.com) for signature
2022-01-12 - 11:58:16 PM GMT

Email viewed by Christina Leard (christinal@recyclemore.com)
2022-01-13 - 5:51:53 PM GMT

Document e-signed by Christina Leard (christinal@recyclemore.com)
Signature Date: 2022-01-13 - 5:52:02 PM GMT - Time Source: server

Agreement completed.
2022-01-13 - 5:52:02 PM GMT

Adobe Sign