



CENTRAL CONTRA COSTA SOLID WASTE AUTHORITY

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FINANCE AND ADMINISTRATION COMMITTEE

AGENDA

APRIL 16, 2010 – 1:00 P.M.

Walnut Creek City Hall, 3rd Floor Conference Room
(Use elevator by City Council Chambers.)
1666 North Main Street, Walnut Creek

1. **CALL TO ORDER AND ROLL CALL**
2. **ADOPTION OF AGENDA**
3. **PUBLIC COMMENT ON ITEMS NOT ON THIS AGENDA**

If you would like to address the Committee, please complete a speaker's card and submit it to the Secretary of the Board. When addressing the Committee, please state your name and address for the record. (The Committee Chair may direct questions to any member of the audience as appropriate at any time during the meeting.)

4. **CONSENT CALENDAR**

All items listed in the Consent Calendar may be acted upon in one motion. However, any item may be removed from the Consent Calendar by request by a member of the Committee, public, or staff, and considered separately.

- a. Consider approving Minutes of the Finance and Administration Committee Meeting on October 1, 2009*

5. **ADMINISTRATIVE AND FINANCIAL MATTERS**

- a. Financial Statements and Independent Auditors Report for the Year Ending June 30, 2009 by Mayer Hoffman McCann P.C.*
- b. Draft Accomplishments Report for Fiscal Year 2009/10 and Draft Goals and Tasks/Plans for Fiscal Year 2010/11*
Review report, provide input as necessary, approve the 2010/11 program tasks and plans and authorize the staff to calendar this item on the April 29, 2010 Board of Directors Meeting for full Board review and input. Staff is available for questions.

c. Proposed Operations Fund Budget and Diversion Incentive Fund Budget for Fiscal Year 2010/11*

1. Review the Staff proposed FY 2010/11 budgets and provide input.
2. Direct staff to place the budget, with any input from the Finance Committee, on the May 27, 2010 Board Meeting Agenda for full Board review and possible input (once all Committee and Board input is received and inputted into the budget, it is calendared for formal adoption at the June 24, 2010 Board Meeting).
3. Provide direction to Staff regarding implementation of a Two Year Budget process for the DIF and Operations Budget.

6. EXECUTIVE DIRECTOR'S REPORT

- a. Changes in CalPERS and CCCSWA Payroll
- b. Update on Office Lease
- c. Announcements

7. COMMITTEE COMMUNICATIONS AND ANNOUNCEMENTS

8. ADJOURNMENT

**Corresponding Agenda Report or Attachment is included in this packet.*

ADDRESSING THE COMMITTEE ON AN ITEM ON THE AGENDA

Persons wishing to speak on PUBLIC HEARINGS and OTHER MATTERS listed on the agenda will be heard when the Chair calls for comments from the audience, except on public hearing items previously heard and closed to public comment. The Chair may specify the number of minutes each person will be permitted to speak based on the number of persons wishing to speak and the time available. After the public has commented, the item is closed to further public comment and brought to the Committee for discussion and action. There is no further comment permitted from the audience unless invited by the Committee.

ADDRESSING THE COMMITTEE ON AN ITEM NOT ON THE AGENDA

In accordance with State law, the Committee is prohibited from discussing items not calendared on the agenda. For that reason, members of the public wishing to discuss or present a matter to the Committee other than a matter which is on the Agenda are requested to present the matter in writing to the Secretary to the Authority at least one week prior to a regularly scheduled Committee meeting date. If you are unable to do this, you may make an announcement to the Committee of your concern under PUBLIC COMMENTS. Matters brought up which are not on the agenda may be referred to staff for action or calendared on a future agenda.

AMERICANS WITH DISABILITIES ACT

In accordance with the Americans With Disabilities Act and California Law, it is the policy of the Central Contra Costa Solid Waste Authority to offer its public meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require special accommodations to participate, please contact the Board Secretary of the Authority at least 48 hours in advance of the meeting at (925) 906-1801.