



**MINUTES**

SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY  
 MEETING OF THE TECHNICAL ADVISORY COMMITTEE  
 January 13, 2014 – 11:00 a.m.  
 San Carlos Library Conference Room A

**CTO: 11:05 AM**

**1. Roll Call**

| Agency         | Present | Absent | Agency                     | Present | Absent |
|----------------|---------|--------|----------------------------|---------|--------|
| Atherton       | X       |        | Menlo Park                 | X       |        |
| Belmont        | X       |        | Redwood City               | X       |        |
| Burlingame     | X       |        | San Carlos                 | X       |        |
| East Palo Alto | X       |        | San Mateo                  | X       |        |
| Foster City    | X       |        | County of San Mateo        | X       |        |
| Hillsborough   | X       |        | West Bay Sanitary District | X       |        |

**2. Public Comment**

Persons wishing to address the Board on matters NOT on the posted agenda may do so.

Each speaker is limited to two minutes. If there are more than five individuals wishing to speak during public comment, the Chairman will draw five speaker cards from those submitted to speak during this time. The balance of the Public Comment speakers will be called upon at the end of the Board Meeting.

If the item you are speaking on is not listed on the agenda, please be advised that the Board may briefly respond to statements made or questions posed as allowed under The Brown Act (Government Code Section 54954.2). The Board's general policy is to refer items to staff for attention, or have a matter placed on a future Board agenda for a more comprehensive action or report and formal public discussion and input at that time.

None

**3. Approval of Consent Calendar:**

Consent Calendar item(s) are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Board, staff or public request specific items be removed for separate action. *Items removed from the Consent Calendar will be moved to the end of the agenda for separate discussion.*

A. Adopt the November 13, 2013 TAC Meeting Minutes

Motion/Second: Rodericks/Murray  
 Voice Vote: All in favor

**4. New Business:**

A. Mid-Year Review of FY1314 Annual Operating Budget

Executive Director McCarthy went through the mid-year budget staff report page by page. He noted that a large chunk is largely based on compensation previously approved by the Board and based on estimates, so it's a pretty predictable budget. He also noted that there are higher than expected

administrative expenses mostly in the Board Counsel category due to hiring outside counsel for potential labor unrest and a dispute with Zanker Road.

Member Oskoui asked why tonnage is down.

Staff Moran noted Attachment C of the staff report and answered that it was about 1% less than what was budgeted.

Member Oskoui suggested that staff highlight tonnage trends when mid-year information is presented to the Board.

Member Taylor asked why public volume has increased.

Executive Director McCarthy speculated that economy is improving and Ox Mountain's prices have gone up, and Shoreway prices have remained stable, so when customers factor in the cost of gas they are choosing the Shoreway Facility. He also noted that Attachment C shows back up data.

Member Taylor questioned why the Multi-Family and HHW line items were adjusted down, and commented that he would like to see those programs enhanced.

Executive Director McCarthy answered that those cuts were made because of the increase in legal expenses.

Staff Devincenzi added that HHW target mailers and bus shelter ads would still be done to boost participation in the program.

Member Oskoui asked if HHW mailers would be with the billings or separate.

Staff Devincenzi answered both, so that the information would hit all residents.

Member Taylor asked about the change in Shoreway Facility Cost.

Executive Director McCarthy pointed members to the attached budget line item detail, and explained that the projects in question were budgeted to be capital expenditures, but turned out not to be capital projects under our policy so those projects were still completed but the expense went to Shoreway Facility Cost.

Member Porter commented that C&D was trending flat, and wondered why.

Executive Director McCarthy answered that there is currently a dispute with Zanker Road, and they are tightening standards on what is acceptable C&D, and the result is increase in solid waste and less recyclable material.

Member Walter asked if there was any commodity value in the tons Zanker didn't accept.

Staff Gans noted that it was going to landfill.

Member Porter asked if there was any stability on the horizon in commodity prices.

Executive Director McCarthy answered that it's not so much a price issue as it is a government issue in China they are taking less material.

Staff Gans added that demand in China remains high, though.

Staff Moran noted that FY13 ended \$2.5M better than expected, and the reasons were noted in Table 4.

Executive Director McCarthy noted that a big variance is not expected in FY14, but that staff hasn't had time to formulate thoughts on what to do with the \$2.5M variance.

Member Porter suggested thinking about what staff recommends before the next meeting, as one time money should be put to one time use.

Executive Director McCarthy noted that reserves are fully funded, and the only other unknown is the Shoreway Remediation and underground storage tank project.

Member Oskoui suggested having a strategic planning session with the Board to plan for use of the funds.

Member Augustine asked for clarification on how the money is one time use, and is it reflected in the mid-year budget.

Executive Director McCarthy answered that it was a timing issue around when books were closed, and also that commodity prices recovered faster than expected.

Member Augustine clarified that commodity variance will always be a one-time increase or decrease.

Executive Director McCarthy asked for feedback from TAC on presenting the mid-year to the Board.

Member Oskoui recommended a PowerPoint and presenting the items chronologically.

Member Murray noted that as she was reading it she had lots of questions that weren't answered when she had them, but that were answered, and to put them answers with the questions might be helpful.

B. Discussion on Future Agenda Items

C. Executive Director McCarthy went over future TAC agenda items and asked for the committee's feedback and suggestions.

February – Commercial Recycling Ordinance

March/April – Possibility of a Board workshop before the budget process which would be joint with the TAC

May – Draft Budget

June – Final budget documents

July – Rate Application, and based on feedback from Board Chair creating an audit committee

Member Porter suggested that the TAC bring the Board up to speed on the end of the Ox contract and the options surrounding that. He also suggested that once or twice a year, an update is given on current legislation in the industry.

Member Murray suggested a discussion on Build it Green.

Member Porter also suggested a presentation to show the Board how good our facility is.

Member Oskoui added that a discussion on the trend of collection technologies and the number of trucks on routes would be useful.

Executive Director McCarthy added that staff is watching trends, and there is a lot of info.

## **5. TAC Member Comments**

Chair Oskoui asked the TAC members to go around the room and announce the Board Members.

Executive Director McCarthy gave an update on labor negotiations.

## **6. Adjourn 12:01 PM**