



**MINUTES**

**SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY  
MEETING OF THE BOARD OF DIRECTORS  
January 24, 2013 – 2:00 p.m.  
San Carlos Library Conference Room A/B**

**1. Call to Order at 2:05 PM  
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. Adjourn to Closed Session - Pursuant to Government Code Section 54956.9(A): Conference with Legal Counsel – anticipated litigation – one case.**

**Regular Portion of the meeting was called to order at 2:14 PM**

**3. Report from Closed Session**

None

**4. 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

**5. 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 15, 2012 BOD Meeting Minutes
- B. Resolution Accepting the Fiscal Year 2011-2012 Annual Financial Statements
- C. Results of 2012 4<sup>th</sup> Quarter Recology Franchise Agreement Contamination Measurements for Loads of Recyclable Materials, Organic Materials, and Plant Materials
- D. Receipt of Recology and SBR Monthly Reports

Motion/Second: Patterson/Gibbons

Roll Call Vote: 11-0-0-1

| Agency         | Yes | No | Abstain | Absent | Agency                     | Yes | No | Abstain | 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   |    |         |        |

**6. New Business:**

A. Election of New Officers for 2013

Chair Porter called for nominations for a new Board Chair for 2013

Member Patterson nominated John Doughty for Chair.  
 Member Hardy seconded the nomination.  
 Voice Vote: All in Favor.

Chair Doughty called for nominations of a Vice Chair.  
 Member Truong nominated Rebecca Fotu for Vice Chair.  
 Member Moura seconded the motion.  
 Voice Vote: All in Favor

B. Mid-Year Review of FY2013 Annual Operating Budget

Executive Director McCarthy noted that there is good news to share on the mid-year budget, primarily due to higher than expected tonnage, and commodity prices recovering slightly. He noted that net revenue is showing almost \$400,000 higher. He added that the program budget is also generally under budget. He made special note of the HHW program costs which are offset dollar for dollar by the member agencies.

Member Moura requested that the next staff report be increasingly clear regarding the offset of costs of the HHW program. He also asked if there would be a press release regarding Burlingame joining the program, and wanted to incent the two agencies that have not joined to do so.

Member Truong noted that Staff Devincenzi was already taking care of the Burlingame HHW press release.

Executive Director McCarthy added that there was a paragraph in the staff report explaining that the costs were being reimbursed.

Member Moura requested an additional sentence at the end of that paragraph noting that Burlingame would be reimbursing the costs of the HHW program 100%.

Member Oskoui asked what the Commercial Recycling Technical Assistance budget line item was for.

Executive Director McCarthy stated that that line item is for some consultant support. It also provides recycling and organics containers to businesses to assist Recology in increasing commercial customers. As well as route auditing and consultant support to write a non-exclusive permit system model ordinance this spring.

Member Oskoui asked if staff would be using customer survey results to target programs.

Staff Devincenzi stated that there is a Pub Ed committee meeting next week and that they are in the process of putting together the Pub Ed plan for 2013. She noted that the 2013 Pub Ed plan specifically calls out some of the things from the survey that residents weren't aware of or recognized by residents.

Member Galli requested that the budget documents for the next meeting include an estimate for how much it would cost if SBWMA staff were to continue to coordinate additional shred/ewaste events that are in addition to the one free event that is part of the Recology Franchise Agreements.

C. Discussion on 2013/2014 Solid Waste Rate Setting Process

Executive Director McCarthy noted that staff has gotten feedback from board members regarding the rate setting process, a lot of it around the compensation application being difficult to get through. So staff together with Recology is trying to reorganize the compensation application so that the body of document reflects how the compensation has been calculated and the backup information is appended. He noted that at the April Board meeting or at a workshop staff would spend time walking through the new compensation application format. He also noted that Board members gave additional feedback that the schedule was very challenging, so a new proposed schedule was on page 3 of the staff report. This schedule would come back to the Board for approval.

Member Patterson asked how new public works projects get factored into the rate setting process.

Executive Director McCarthy noted that there have been two service level adjustments to the franchise agreement, so going forward there won't be any adjustment to Recology's base compensation.

Staff Moran added that it does work both ways, if accounts go down Recology's base compensation still remains the same. He noted that it will affect how costs are allocated if the changes occur before the 4 week period that data is collected for the compensation application, and if not the allocation would be reflected in the following year.

**7. Old Business:**

A. RSMC Franchise Agreement Operational and Contract Administration Update

No Report

B. SBR Shoreway Operational and Contract Administration Update

No Report

Member Murray requested a buyback cardboard update.

Dwight Herring answered that we are starting to see volumes improve.

Executive Director McCarthy added that the overall MRF volumes are up and for the first time we have achieved overall tonnage goals.

**8. Staff Updates**

- a) Update on Recology Commercial Recycling Outreach Efforts
- b) Recycling and Outreach Programs Update

Executive Director McCarthy announced that there were over 5,000 visitors to the Education Center in 2012. He noted that 536 of them were the general public. He also requested that Board Members assist in getting school groups from their jurisdictions to participate in the tour program.

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c) Shoreway Operations and Master Plan Update

Executive Director McCarthy noted updated Shoreway Operations and Master Plan staff report that now includes charts, pointing out good trends and that public volumes have increased.

Member Patterson asked why the tonnage was like it was between August and October.

Executive Director McCarthy explained that during that time our MRF was receiving Allied tons from the non SBWMA areas of the county while Newby Island was shut down, and when their facility was back up those tons went away.

d) Preview of Upcoming Board meetings

Member Patterson asked where the governance issue fits in to future Board meetings, specifically wondering how the Blue Ribbon committee was going to inform itself about what the SBWMA Board is doing.

The Board members discussed whether to add this item to a future agenda.

**9. Board Member Comments**

Member Fotu announced that Menlo Park adopted San Mateo County's reusable bag ordinance.

Member Patterson added that San Mateo has also adopted the Polystyrene ban and the reusable bag ordinance is coming on San Mateo's March 24 agenda. He added that Trash Capture might be another item to add to a future Board discussion item.

Member Oskoui added that Belmont has adopted both the Polystyrene ban and the reusable bag ordinance which will go into effect Earth Day 2013.

Member Galli noted that Foster City adopted the Polystyrene ban last year, and adopted the reusable bag ordinance on January 7<sup>th</sup>.

**10. Adjourn 3:06 PM**

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