



MINUTES

**SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY
MEETING OF THE TECHNICAL ADVISORY COMMITTEE
March 13, 2014 – 2:00 p.m.
San Carlos Library Conference Room A**

Call To Order: 2:07PM

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 (late)	

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 February 13, 2014 TAC Meeting Minutes

Motion/Second: Doughty/Porter

Voice Vote: All in Favor

4. New Business:

A. Review of Draft Ordinance Implementing a Recycling Reporting System for Commercial Recycling Haulers

Staff Feldman gave an overview of the staff report and commented that per the last TAC meeting significant changes had been made to the ordinance, and that staff was looking for comments to move it forward to the Board at the March 27th meeting. He highlighted the changes in the ordinance, noting that

it is now a registration system and there are administrative fines for non-compliance. He also added that staff has gotten preliminary pricing on software and that total spending for this year will be 40-45K to get the system up and running.

Counsel Lanzone added that the ordinance will go into effect 1/1/2015, which will provide time for education to the business community, and the let them know it is specifically for obtaining information from commercial haulers. He addressed Board Member Bronitsky's concern, by noting that it's no different than a fire district that operates in several jurisdictions and he thought that by having the ordinance be by the JPA it was more efficient.

Member Rodericks asked what the fee would be.

Staff Feldman answered that it hadn't been assigned yet, but that it would be nominal.

Member Porter asked what the reason was for delaying it until 2015.

Counsel Lanzone answered that to provide time for education and outreach.

Member Porter questioned whether additional outreach money would be required in this year's budget.

Staff Feldman noted that some stakeholder meetings are included in the consultants costs.

Chair Oskoui asked if the \$50,000 included the software cost, and if the software was an off the shelf upgrade.

Staff Feldman answered no, the software costs would be outside the \$50,000, and that it might be possible to get something off the shelf, more research would need to be done, but staff has gotten an estimate of \$10-15,000 to build a system from scratch.

Member Doughty asked what the time frame would be for getting registered before a penalty was assessed.

Staff Feldman answered that reporting would be quarterly, so the first reports would be due April 15, 2015.

Member Galli commented that haulers should be given time to register after they receive a notice before a fine is assessed.

Chair Oskoui recommended that some kind of implementation plan be presented to the Board to layout time lines.

Executive Director McCarthy noted that staff would make it clearer what was being implemented in this fiscal year, and then with the budget presentations layout the remainder of the project.

Member Doughty asked how many haulers would be part of the reporting system. Staff Feldman answered that he would speculate anywhere from 100 to 250.

Member Galli asked when fees would be applied.

Counsel Lanzone answered that it would be at the discretion of the Executive Director, but typically if the information is provided then the fee is waived.

Member Galli recommended developing procedures and ball park costs when presenting to the Board so that they have a more complete picture of the project.

Member Fotu asked if there would be any public hearings.

Counsel Lanzone noted there would be public meetings, but not public hearings.

Member Fotu commented that she thought the public would need a chance to give feedback on the registration fee.

Staff Feldman noted that the registration fee hasn't been determined yet; there is only a range so far.

Member Galli suggested that the fee be based on staff's time.

Member Doughty noted that that it is the law that fees be based on staff's time.

Executive Director McCarthy noted that the plan was to go the Board in two steps, in March the Board would get a range for implementation costs, and with the FY15 budget registration fees would be set. He also noted that the data is the goal, if the data is not being given then a fine is not likely to make a difference. He added that the data could also be telling, if staff is doing all of the work and diversion numbers don't change that much.

Chair Oskoui asked if buyback centers would be included.

Staff Feldman answered that only haulers would be included to avoid counting material twice, once at the buyback center, and once with the hauler.

Executive Director McCarthy added that adding in buyback centers could get tricky and very expensive.

Member Doughty asked if best practices were part of the ordinance and if TAC was interested in adding it in.

Counsel Lanzone asked if Agencies already had this in place in their respective Cities, and wondered if there would be any benefit.

Staff Feldman noted that staff is not working in a vacuum and is willing to share data.

Member Doughty noted that in the back of his mind is the Regional Water Control Board's initiative to have 100% no trash on the ground by 2022, and City staff is wondering how to manage that.

Executive Director McCarthy noted that the webpage for the registration system ordinance could have cross information to help Agencies.

B. Staff Overview of Recology and SBR 2013 Annual Reports

Staff Feldman gave a brief overview of Recology's annual report, noting that at the Board meeting there would be a Power Point presentation on year over year tonnage and that Recology would present to the

Board as well. He also pointed out that liquidated damages may change as an audit of the annual report is underway.

Member Galli suggested putting the annual report into context of how it fits into rates.

Staff Feldman noted that it doesn't fit into revenue reconciliation, but will highlight what liquidated damages are paid directly and which get rolled into the rate application.

Chair Oskoui asked how the Franchise Agreement Amendments are discussed.

Staff Feldman answered that Recology took it on faith that the amendments would become part of the Franchise Agreements, so they are not highlighted in the annual Report.

Executive Director McCarthy pointed out that the JPA directly holds the contract with SBR, so there are no qualitative statements for Recology's annual report and there are for SBR's.

Staff Gans highlighted the staff report for SBR's annual report, pointing out that SBR has remained in compliance with their contract, the material is being moved. He also pointed out that SBR has made an effort to help with JPA's staff efforts to serve the community, but also that the tonnage reports and invoices have been error prone. Additionally he noted that CRV could be at risk due to the California state budget.

Vice Chair Rodericks asked if there have been in liquidated damages or violations.

Staff Gans answered no.

5. Staff Updates

A. Potential Future Agenda Items

Executive Director McCarthy noted a commercial recycling best practices workshop on April 24th that was requested by Board Member Olbert. This will be a joint work shop with TAC and Board and give staff a chance to explain to the Board the path taken.

Executive Director McCarthy also noted a change per the Executive Committee the next scheduled TAC meeting for sure will be in July to discuss the compensation applications.

Chair Oskoui asked if staff would send the upcoming important dates out.

Executive Director McCarthy noted that the compensation application important dates are part of a standing report in the Board packet each month.

6. TAC Member Comments

7. Adjourn 2:57PM