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MINUTES

**SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY  
MEETING OF THE BOARD OF DIRECTORS  
July 22, 2010 – 1:45 p.m.  
San Carlos Library, Conference Room A/B  
610 Elm Street, San Carlos, California**

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1. **Roll Call: CTO 1:45 p.m.**

**Adjourn to Closed Session** - pursuant to Government Code Section 54954.5: Public Employee Performance Evaluation: Executive Director.

**Report from Closed Session**

Nothing to report.

2. **Regular Meeting: CTO 2:03 p.m.**

**Public Comment**

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 June 24, 2010 BOD Meeting Minutes
- B. Approval of Modified 2010 Board Meeting Calendar and Cancellation of the August Board Meeting
- C. Resolution Approving a Contract with R.J. Proto Consulting Group for Collection Services Rollout Support for FY 2011
- D. Resolution Approving Contract Change Order with JRMA for Transfer Station Design and Engineering Services
- E. Receipt of Allied Monthly Metrics

Items 3C was pulled by Member Thomas Fil

M/S Gruber/Steffens approve Consent Calendar Items A, B, D, E.

Motion Passes 9-0-0-3 (Absent: East Palo Alto, Redwood City, and San Mateo)

Question regarding Item 3C was addressed immediately. Member Fil asked staff to confirm that the Board was voting on \$80,000, the amount of the current contract; and not \$115,000 the current contract plus the \$35,000 balance. Executive Director Kevin McCarthy confirmed that the amount is \$80,000.

M/S Fil/Nava approve Consent Calendar Item 3C.

Motion Passes 9-0-0-3 (Absent: East Palo Alto, Redwood City, and San Mateo)

4. **New Business:**

- A. Update on Member Agency Residential Rate Setting: Rate Categories and Service Fees

Discussion

Member Nava asked if the Member Agencies would be receiving technical support, such as HF&H, from SBWMA for setting rates; and would staff provide guidance and criteria for rate setting. For example, a report on the various costs associated with each gallon size.

Executive Director Kevin McCarthy replied that SBWMA has not contracted HF&H for the rate setting of each Member Agency. If an Agency needs such support they would need to contract HF&H or a similar firm on their own.

Recycling Programs Manager Cliff Feldman then informed the board that staff would be providing Member Agencies with per gallon metrics and different ways to look at rates.

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Member Nava asked why different Member Agencies have different prices for the cart sizes.

Cliff Feldman replied that the Member Agencies are not starting from the same base points. Cliff stated that there are two ways to set the rates: 1. Determine the new revenue requirements and set the rates from there; or 2. Start with the existing rates and add on the various cost increases.

Finance Manager Marshall Moran added that in addition to each Member Agency starting from a different base, each Agency also has a different Franchise Fee which will impact the rates and the setting of the rates.

Member Moura asked if the rate proposals will include Allied's final costs.

Cliff Feldman replied that Allied's costs will be included if the information is received by early October. Still due from Allied is the Audited Financial Statements of what they projected for 2010, and the final calculations of the Balancing Accounts. All of this information will be made available to the Board early to mid October.

Member Nava stated it's important that the various components of the rate increases is broken out; important in explaining rate increases for customers.

B. Presentation and Distribution of Recology San Mateo County "How To" DVD for Single Family Residences

**5. Staff Updates: No comments**

- a) Update on Allied Contract Compliance
- b) Shoreway Construction Update
- c) Update on Public Education and Outreach Campaign
- d) Recycling and Outreach Programs Update
- e) Preview of Upcoming Board meetings

**6. Board Member Comments**

Chair Porter informed the Board that he made a presentation to the Association of City Managers on AB939 fees and the programs funded by AB939, and the need to move forward with alternate funding for programs no longer funded by AB939. A sub committee was formed to address the alternate funding and Jim will convene the first meeting. Members Moura and Hardy suggested that someone represent SBWMA at the meeting. Member Moura also stated HHW should be discussed at the meeting; cities participating in the Curbside Inc. program should get some credit on the county's costs.

Member Steffens introduced Menlo Park's new Environmental Programs Manager, Rebecca Fotu, who was in the audience. He informed the Board that Rebecca will be the Alternate to the Board.

Laura Galli asked if the topics have been set for the Franchise Agreement Workshops in September.

Recycling Programs Manager Cliff Feldman replied that staff is working now on the agenda and the summary documents and that information will be sent to each board member 2-3 weeks prior to the workshop so that each city can send the appropriate staff members

**7. Adjourn: 2:50 p.m.**

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