



MINUTES

**SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY
MEETING OF THE BOARD OF DIRECTORS
September 24, 2015 – 2:00 p.m.
San Carlos Library Conference Room A/B**

Call To Order: 2:01PM

1. Roll Call

Agency	Present	Absent	Agency	Present	Absent
Atherton	X		Menlo Park	X	
Belmont	X		Redwood City	X(arrived 2:20pm)	
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	

Alternate Member John Root represented Burlingame

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. Executive Director's Report

Executive Director McCarthy highlighted the Long Range Plan pilot program with dual collection vehicles would be starting next week in San Mateo and then will move to Menlo Park , and that staff would share the results of the pilot when they have them. He also gave an update on the recruitment for a new Recycling Outreach and Sustainability Manager, noting that by the next Board meeting a new staff person would be introduced. He also noted an issue that was not mentioned in the written report, but he wanted to give early information on. He commented that the facility that is currently being used for glass processing in San Leandro is the only glass processor in the Bay Area. Their lease is up, and the facility is moving to Fairfield. Because of this, the glass from Shoreway will need to be hauled much further. He added that staff would be updating the Board in October with the financial impacts.

4. 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 July 23, 2015 BOD Meeting Minutes
- B. Resolution Approving Agreement with OneWorld Communications for Public Education and Outreach Collateral and Campaign Development for RethinkWaste Programs and Services
- C. Resolution Approving 5th Amendment to Executive Director's Employment Agreement
- D. Approval of Quarterly Investment Report as of 6/30/15
- E. Resolution Authorizing Update to 401(a) Retirement Plan Trustees

Member Benton motioned to accept the Consent Calendar items

Member Stone seconded the motion

Voice Vote: All in Favor

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 Dist.	X			

5. Administration and Finance:

- A. Consideration of Approval of Executive Director's Goals for FY1516 (Approval item)

Chair Widmer noted that the suggestions for goals from the Executive Director's performance evaluation had been incorporated into the final goals, and that he worked with the Executive Director to refine them to make sure they were relevant to the work the JPA would be doing over the next year.

Member Benton motioned to accept the Executive Director FY1516 Goals Resolution number 2015-24

Member Bronitsky seconded the motion

Voice Vote: All in Favor

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 Dist.	X			

6. Collection and Recycling Program Support and Compliance:

- A. Resolution Approving 2016 Recology San Mateo County Compensation Application (Approval item)

Staff Feldman noted the recommendation to approve the compensation at \$57,344,842 for 2016 which equates to an SBWMA wide 3% decrease from the 2015 compensation application. He also pointed out some minor changes that were made since August: a cost reduction in Hillsborough; a change to reflect the surplus payment to Atherton; and to remove the Agency fees that are not relevant to Belmont. He also noted a more material change to the presentation of the report; that the Recology surplus balances refunded for 2014 are currently shown in a more streamlined version of table 8.

Member Olbert asked for some insight as to why the incentive and disincentive payments were dropping each year in table 1.

Staff Feldman answered that the diversion incentive payment was lower because there was less diversion achieved than the prior year, but every year on the incentive payment the bar is set higher than the previous year. So as long as Recology is meeting that bar, then they are meeting the base line performance standard, and a disincentive payment would mean that they weren't meeting that baseline.

Chair Widmer stated that Atherton supports the great work that the staff has done and the preliminary analysis that was done by Recology. He stated that Atherton does not support the two pilot projects targeted for this year, and that while Atherton does support all efforts to improve diversion, he didn't believe that projects Atherton is not going to be a part of should be paid for by their rate payers. He stated that Atherton would be voting no because the pilot programs are included in the compensation application.

Staff Feldman commented that there are two typos on page 12, and that those would be corrected in the version that gets approved if it is approved.

Member Bronitsky made a motion to approve the 2016 Recology San Mateo County Compensation Application Resolution number 2015-25
 Member Bonilla seconded the motion
 Voice Vote: 8-1-0-3

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 Dist.	X			

7. Shoreway Operations and Contract Management:

A. Resolution Approving 2016 South Bay Recycling Compensation Application (Approval item)

Staff Gans gave an overview of the SBR compensation application and noted that no changes had been made since the draft was originally sent to the Board or reviewed by the TAC. He noted that the compensation increase for 2016 is 1.52% for a total amount of \$17,044,000. He also explained that the reason for the fairly low level of increase is that the fuel index went down in this process and brought the average rate down.

Member Bronitsky made a motion to approve the 2016 South Bay Recycling Compensation Application Resolution number 2015-26
 Member Bonilla seconded the motion
 Voice Vote: All in Favor

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 Dist.	X			

8. Informational Items Only (no action required)

A. Staff Update on Implementation of Commercial Recycling Hauler Reporting System Ordinance

Member Benton asked for comments from staff on this report.

Executive Director McCarthy highlighted that the ordinance is producing reporting of significant diversion, and staff has updated the Long Range Plan forecasted diversion to close to the 75% target based on the reporting. He also noted that the bad news is that there is still a high level of non-compliance among the businesses targeted through the ordinance.

Member Benton asked if there was any reason for non-compliance.

Executive Director McCarthy answered that there are a range of reasons, some are just not responding to the staff's phone calls, some are saying they don't have individual store data, or they don't collect the data in the way it is being asked. So staff is trying to be very flexible with those businesses asking them to give the data in the way that they can so that it can be used as planning level data.

Member Carlton asked if some of the businesses are not recycling at all, or if the businesses are not reporting their recycling.

Executive Director McCarthy answered that some of the business haven't even registered, but they are on the list because they are involved in recycling in some way. He added that a lot of companies have been taken off the list because there has been a conversation with them and it turned out the ordinance didn't apply.

Member Bonilla asked if there are any big companies just throwing recycling away.

Tammy DelBene of Recology noted that they do keep track of which accounts don't subscribe to recycling or compost service. She added that additionally when they do reach out to non-subscribing businesses via AB341 calls they make note if they are backhauling or selling their materials themselves in the system so they're not on the list every time. She also noted that for large generators it is to their advantage to participate in the Recology programs, because all but one Member Agency offers a discount on organics service, and if a business can lower their cart or bin size they can lower their overall costs.

Member Bonilla asked if the state tracked commercial recycling.

Tammy DelBene answered that Recology works very closely with the state on the reporting side, but that it is tracked by jurisdiction because the law applies to the jurisdiction not the individual business.

Member Aguirre Arrived at 2:20 PM

- B. 2015 Finance and Rate Setting Calendar
- C. Check Register for July and August 2015
- D. Technical Consulting Contracts for 3rd Quarter 2015
- E. Potential Future Board Agenda Items

Member Olbert asked that a discussion on process and procedures that are used by the Board be added to a future agenda.

9. Board Member Comments

10. Adjourn 2:25PM