



A Public Agency

CONSENT CALENDAR

DRAFT MINUTES

**SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY
SPECIAL MEETING OF THE TECHNICAL ADVISORY COMMITTEE
June 6, 2019 – 2:00PM.
San Carlos Library Conference Room A**

Call to Order: 2:04PM

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. Executive Director's Update

Executive Director La Mariana welcomed the committee and public to the meeting and made the following announcements:

On Tuesday the County approved the bonds, and their Franchise Agreement Extension, which makes 11 of 12 Member Agency Franchise Agreements approved. Lastly, they authorized a \$1M grant to the SBWMA for the OREX Press.

He asked Member Agencies to send copies of their fully executed copies of the resolutions and the actual agreement for Agency records. TAC Chair Oskoui asked staff to send an email reminding them to forward those items.

Last week senior staff had meetings with the bond rating agencies, Standard & Poors and Moody's. Their ratings will be distributed in a week and the bonds will go to market on June 20.

AB1509 has passed out of the Assembly on the strength of a 63-0 vote, and will now move on to the process in the Senate, and the week of July 4, he will be testifying. He noted that strong opposition has emerged, and a bunch of electronic product manufacturers have signed an opposition letter.

SB 54/AB1080 have both passed their own houses and are moving to the other houses, these bills target the reduction of single-use plastic packaging.

The Long-Range Plan is in the TAC packet in draft form, and staff will be looking for more feedback at agenda item 7.

There is a planned study session on the June Board agenda to discuss the SBR contracting options, and at the May TAC meeting the TAC discussed this item, and there was a consensus to move forward with the 3-year extension. He confirmed with the TAC that via straw poll they recommend to the Board the 3-year extension.

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. Approval of Minutes from the May 9, 2019 TAC Meeting

Member Lorenz made a change to the minutes, noting that Foster City was absent from the May 9 meeting.

Motion/Second: Cooke/Adrian Lee

Voice Vote: All in Favor (Atherton absent for the vote)

5. Update on CalRecycle Electronic Annual Reports

by Nanette Hansel- Ascent Environmental via phone

SBWMA Contractor Nanette Hansel from Ascent Environmental noted that she started the 2018 Cal Recycle reports for each of the Member Agencies and explained what the Cal Recycle reports are, and what they cover. She asked TAC members to reply to her with any new policies or programs that are outside of the JPA that have been implemented by the Member Agencies. On June 15 CalRecycle will release the annual report form and, at that point, there will be a better understanding of the changes and any new information required from the Member Agencies.

Alternate Member Tong noted that the County will send info on their regional programs that are run through the County to Nanette and the Member Agencies for inclusion in each member agency's 2018 EAR.

Member Danielle Lee asked Nanette to make sure the reports no longer use Recycle Works but use the County's Office of Sustainability instead.

6. Staff Update on SB1383

Staff Au gave an update on SB1383, also known as the Short-Lived Climate Pollution Reduction Act. She noted that the SBWMA has hired HF&H to help with planning. June 18, revised 1383 regulations will be released, and a 14-day comment period will commence and SBWMA staff is commenting. Final 1383 regulations will be out by the end of the year.

Julia noted that HF&H has sent a request for information that is in the staff report in your packet that will be used as a baseline and a gap analysis report, to help us implement actions to meet the 1383 requirements. There is information requested of the Member Agencies in the staff report, and HF&H is requesting the information by June 19.

Many of the TAC Members expressed concern over the timeline. Executive Director La Mariana explained the timeline and asked TAC Members to get the information to HF&H at their earliest convenience. He noted that at the November Board meeting there will be a presentation on where the Agency is and HF&H's recommendations for meeting SB 1383 regulations.

7. Final TAC Discussion on Long Range Plan

Staff Ligon gave an overview for the draft Long Range Plan (LRP). He went over that table of contents and overall structure of the document.

The TAC Members gave their feedback. Chair Oskoui suggested an executive summary highlighting the 3 sections of the plan, operational, capital and policy.

The TAC discussed "can" versus "will" language in the documents, and the consensus was to change the language to "will" because it's an action document.

The TAC discussed the proposed LRP guiding principles. Member Lorenz suggested that carbon emissions language was too narrow and a more general term would be "all green house gasses". Staff Ligon noted that carbon emissions were noted on the next page, and the TAC discussed dividing the guiding principles -there are only two in the current version, and possibly there should be 4, with one for compliance and one for disaster planning added. Member Danielle Lee thought the guiding principles should be broader and higher, and the way they were written now, they were longer term goals.

Member Lorenz expressed concern that bulky items and C&D were a separate waste category and that they may be counted twice. Executive Director La Mariana noted that C&D is a separate category that is tracked separately, and staff would look into bulky items to ensure they were not double counted.

The TAC discussed the icons in the document. Member Tong noted there were a lot of icons and looking down the page it gets confusing as to what each of the icons means. Member Lorenz liked the bolding better than the icons. Member Adrian Lee thought that for items with multiple icons the icons should be put on one line.

Member Cooke summarized that she liked the idea of an Executive Summary to highlight the action items that will come out of the plan, but liked that the plan had solutions.

The TAC discussed how the Long Range Plan would get distributed. Chair Oskoui suggested a brochure for the public with a link to the full document.

8. Presentation by San Mateo County on the proposed Disposable Food Service Ware Ordinance

by Eun-Soo Lim, Senior Sustainability Coordinator

Eun-Soo Lim gave a PowerPoint presentation on the County's disposable food service ware ordinance and asked for feedback on the ordinance that is being developed. She noted that they are hoping for adoption around the end of the summer, and once adopted the ordinance will go into effect about a year later.

Member Daher asked why bio plastics were not an acceptable substitute through the ordinance, and why aluminum was allowed.

Ms. Lim answered that bio plastics confuse consumers; they don't know what to do with a bio plastic utensil and they end up in the wrong bin. She added that they don't break down in commercial compost facilities. Regarding aluminum; there is a market for it and it's easily recycled so it's allowed through the ordinance.

Member Tong noted that the proposed ordinance is currently for unincorporated San Mateo County restaurants, but they hope to make it County wide, and would like to work with all the Member Agencies to bring it to all city councils.

Member Daher noted that the maintenance burden of trash capture devices is huge, so she suggested noting how this ordinance would help with that maintenance cost burden when bringing it to city councils.

Member Rodericks asked about mobile food vendors that go across jurisdictions, and if private schools' cafeterias were considered a restaurant under the ordinance.

Ms. Lim answered if the mobile food vendors operate in unincorporated county they would need to comply, but it is tricky to enforce.

Chair Oskoui, suggested sending the information to the City Managers to encourage cities to look at it more as a County wide initiative, rather than focus on unincorporated. Member Lee noted that the County would send the list out to the TAC of who in each City they've been working with, and if any one else wanted to join that would be great, because the goal all along is to make it County wide.

Vice Chair Murray asked what the cost differential for the merchant would be for acceptable service ware items versus plastic.

Ms. Lim answered that paper straws cost about \$0.02 more than the plastic straw, wood utensils are about a penny more than plastic. Clam shell prices vary to \$.04-\$.24 more than plastic. She noted that there are grants available up to \$500 to get them to switch.

Staff Gans asked for research on what other cities and counties are doing would help.

Staff Hashizume asked how chain businesses would be handled, knowing that their corporate policy required standardization. Ms. Lim noted that chains would not be exempt, because those fast food chains are a large portion of the trash.

Member Lorenz suggested some way to make joining the ordinance a value to the cities to increase participation.

9. Feedback on Community Shred and E-Scrap events

Staff Hashizume asked for TAC feedback on how the Shred and E-Scrap events are going so far this year. She also noted that staff has discussed whether we should seek new shred vendors, and she asked for feedback on vendor performance.

Chair Oskoui noted that TAC members should ask their city staff involved in these events about their feedback and get back to Ms. Hashizume.

Vice Chair Murray noted that City of San Mateo has had positive experiences, and noted that they have 1200 people at their events, at least 15 staff and San Mateo PD working the events as well.

Member Lorenz noted that her experience with the shred vendor has been mixed, but knows they are far and away the least expensive. But, she suggested more requirements and performance metrics in the contract, to make them held more accountable when things happen. She also noted that the ewaste vendors have been great to work with.

10. Contractor Updates

- A. Recology – No Report
- B. South Bay Recycling – No Report

11. TAC Member Comments

12. Adjourn 3:34PM

STAFF REPORT

To: SBWMA TAC Members
From: Cyndi Urman, Board Secretary
Date: September 12, 2019 TAC Meeting
Subject: Approval of 2020 TAC Meeting Calendar

Recommendation

It is recommended that the SBWMA Technical Advisory Committee approve the proposed 2020 Board of Directors meeting calendar (attached).

Summary

Staff recommends a second Thursday of the month meeting in March, June and September 2020 from 2-4PM.

Analysis

To use the TAC resource at its highest and best use, staff recommends this proposed 3 times a year meeting schedule. The March meeting will focus on legislative priorities for the Agency, the June meeting will focus on Cal Recycle reporting, and the September meeting will focus on the Contractor compensation application process.

Background

In 2018 the number of TAC meetings decreased from monthly to 4 per year due to several TAC meetings being cancelled during 2016 and 2017. Staff is recommending scheduling 3 meetings in 2020.

Fiscal Impact

Effective July 1, 2019 there is a small rental fee of \$61 charged for use of the library conference room, the total fiscal impact of the 2020 TAC meetings will be \$183.

Attachments

Attachment A – Proposed 2020 Board Meeting Dates

SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY
2020 TAC MEETING SCHEDULE

Meetings of the South Bayside Waste Management Authority Technical Advisory Committee are held on the second* Thursday of the following months from 2:00 pm to 4:00 pm

Location: City of San Carlos Library, 2nd Floor, Conference Room A, 610 Elm St., San Carlos, CA 94070

March	12	2020
June	11	2020
September	10	2020

DRAFT

STAFF REPORT

To: SBWMA Board and TAC Members
From: Cyndi Urman, Board Secretary
Date: September 12, 2019 Board/TAC Study Session
Subject: Approval of Additional 2019 Study Session on November 7, 2019

Recommendation

It is recommended that the SBWMA Board of Directors and Technical Advisory Committee approve a proposed November 7, 2019 joint Study Session.

Summary

Staff recommends a study session on November 7, 2019 to discuss:

- SB1383 Action Plan with a Presentation by HF&H Consultants
- Review of the 2020 Draft Long-Range Plan
- Review and Discussion of Amendment One to the Model Amended and Restated Franchise Agreement with Recology San Mateo County.

Analysis

Staff feels it is necessary to review these items jointly with Board and TAC together before they are presented for approval at the November 21, 2019 Board Meeting.

Fiscal Impact

There will be a \$61 charge for use of the library conference room associated with this meeting.