



A Public Agency

EXECUTIVE DIRECTOR'S REPORT

STAFF REPORT

To: SBWMA Board Members
From: Joe La Mariana, Executive Director
Date: June 24, 2021 Board of Directors Meeting
Subject: Executive Director's Report

Staff and Agency partners continue to be hard at work supporting numerous projects, programs, and facility initiatives. Here are the highlights:

1. COVID-19/Shelter-In-Place (SIP) Status Update:

As previously reported, Recology of San Mateo County (Recology), South Bay Recycling and SBWMA have taken extreme measures to protect our colleagues while continuing with high-quality services. All mandated safety protocols have been followed.

a. SBWMA Administrative Program Staff Ops:

Staff continues to work remotely from home or, when needed, at Shoreway as our administrative offices remain closed. An Office Return to Work Policy is currently being developed that includes a phased reopening of the agency's administrative offices in accordance with safety protocols.

2. Administration & Finance:

a. Mid-Year Budget

Stronger than expected commodity revenues have offset lingering COVID-related volume impacts. Finance Committee reviewed the mid-year results, key assumptions and there was extended discussion on current and future property insurance pricing and options. This report is item 5C.

b. Staff Update

Since our last meeting, we officially welcomed Tj Carter, the Agency's new Recycling and Compliance Program Manager in April. Public Spaces Fellow Shirley Ng left the SBWMA in April to accept a position with Cascadia Consulting and Environmental Education Associate Adele Halili left in May to accept a position with City of San Jose's Environmental Services Department. Environmental Education Fellow Laura Wessberg was promoted in May to the Environmental Education Associate position. The now three vacant Fellowship positions will remain vacant until August/September 2021. Recruitment for the open Fellowship positions begins later this month.

c. Expiring Operations Agreement RFQ Update:

The Operations Agreement RFQ Process planning is well underway, with staff, HF&H Consultants, Sloan-Vazquez and the Ad-Hoc TAC Steering Committee consisting of TAC Chair Roxanne Murray

(San Mateo), TAC Vice Chair 'Andra Lorenz (Foster City) and TAC Member Terence Kyaw (Redwood City). Their input will be sought on the main RFQ file and related attachments. Similar review is set for the Ops Agreement file and attachments in early August before conveyance to the Ad-Hoc Board Steering Committee, whose four members (still to be selected today—See item 5A) will review all files for an anticipated approval at the September Board Meeting. Staff anticipates completing this RFP process for board consideration in fall 2022.

At \$20M/year, the SBWMA's facility Operating Agreement is our second largest contract. With an anticipated 10-year base term, plus an option for additional years, the total value of this contract could easily approach \$250M.

3. Committee Updates:

a. Finance Committee Meeting (June 8)

The Finance Committee met to review and discuss the approval of the Mid-Year Budget, Shoreway facility property insurance coverage and the quarterly investment return. The Committee also discussed a new issue on increased costs incurred by SBR to tun the Organics-to-Energy Pilot. More information about this is under today's agenda under item 7C.

b. Legislative Committee (no meeting held)

c. Pub Ed/Outreach Committee (no meeting held)

d. Technical Advisory Committee (June 10)

The TAC reviewed updates by staff on SB 1383 implementation as well the proposed draft Model Mandatory Organics Reduction Ordinance. By law, each Member Agency must adopt an enforceable ordinance requiring all organics generators, including businesses, residents, haulers and others to comply with the requirements of the SB 1383 regulations. Staff is working closely with Debra Kaufman Consulting to provide TAC members with a model ordinance and supporting staff report/reso materials for Member Agency use for their elected body consideration.

e. Zero Waste Committee (no meeting held)

4. Collection and Recycling Program Support and Compliance:

a. SB 1383 Update

Implementation Planning: Staff continues to implement the SB 1383 Compliance Plan approved by the SBWMA Board of Directors in November 2020. The proposed SB 1383 Implementation MOU outlining roles and responsibilities has been developed and formally recommended by the TAC to the SBWMA Board of Directors and is in today's meeting as item 5D. Additionally, a Model Mandatory Organics Reduction Ordinance has been drafted, recommended by the TAC, and reviewed with city attorneys and will be in the July Board packet for approval as staff works through some final edits. Staff has also been working to schedule Study Sessions with Member Agencies' elected bodies to provide an overview of SB 1383 and outline the timeline of implementation with city councils. As of this writing, one Study Session has been completed with Foster City, with one for Belmont scheduled for June 22 and one for Hillsborough in July.

b. Community Outreach and Environmental Education

i. **RethinkWaste Earth Month Events a Huge Success!**

Staff hosted a series of events throughout the month of April in celebration of Earth Month. Over 130 community members attended the virtual events, which included a virtual film screening of the PBS documentary Plastic Wars followed by a discussion among industry experts, a bin sorting review and waste trivia night with Recology, a sing-along and story-time webinar, weekend virtual Shoreway tours, and a month-long litter pick-up challenge. Participants of the litter challenge collected over 900 pieces of litter in the Redwood City and San Carlos areas.

ii. **Environmental Education (EE) Update**

In April, the EE Team completed the first fully virtual roll-out of the In-Schools Program at Costaño Elementary in East Palo Alto. The campus was provided with new waste infrastructure for in-person students and staff to utilize, and the EE Team hosted 17 virtual presentations for Costaño classes in partnership with staff from the County of San Mateo's Office of Sustainability.

To celebrate Earth Month, the team held 13 virtual assemblies for 500 students from schools in San Mateo, Foster City, and Burlingame. In addition, the EE team lead six educational sessions with classes in Menlo Park as part of a virtual weekly science lesson series co-ordinated with the County of San Mateo's Office of Education.

iii. **Virtual Shoreway Tours**

The Shoreway Tour program began offering two-part tours for young visitors in May. Tours for 3rd through 6th grade groups are now divided into two separate one-hour "visits" to give staff the opportunity to facilitate a deeper dive into tour content and support students in thinking more critically about waste themes. With two tours, students also have additional time for interactive activities, discussion, and questions.

iv. **Public Spaces Update**

RethinkWaste staff conducted waste audits of piloted park receptacles at Foster City's Leo J. Ryan Park. Staff saw a 16% increase of recyclables in the recycling receptacles post-installation of signage, which is in three languages and includes images of what does and does not go into each receptacle.

v. **Pub Ed and Outreach Updates**

The Public Education and Outreach team is preparing for an upcoming battery campaign, set to begin in mid-June. The goal of this campaign is to continue ongoing messaging to residents about proper battery disposal following the success of the Holiday Battery Campaign that concluded in January 2021. Additionally, staff is working on securing a contract for an upcoming compost campaign in the fall, which will focus on raising awareness about SB 1383 to apartment/condo property owners, residents, and commercial business owners.

The next RethinkWaste virtual webinar is on June 29, 2021 in preparation of Plastic Free July. The event will consist of a presentation and community discussion on exploring a low-waste lifestyle. You can sign up for the webinar via this link: <https://bit.ly/3qoJG9s>

5. Shoreway Operations and Contract Management

a. Organics-to-Energy (O2E) Pilot Update

After a frustrating year of COVID delays, full production began in late April. To date, over 50 tanker loads of out take materials have been shipped to Silicon Valley Clean Water and Central Marin Sanitation Agency for gas recovery. This material has proven to be high-quality and has met both agencies quality standards. Unfortunately, operations have been temporarily paused due to a lack of available program funding (effective June 10). A supplemental pilot program funding plan is presented for Board consideration today under item 7B. Upon approval, operations will begin July 7th and run through October 31st. Staff will provide a final assessment of the pilot results and will present likely future options for Board consideration during the 2022 budget planning process. Interim pilot results will help staff anticipate preferred future direction for 2022 budgeting purposes.

b. Commodity Marketing update:

South Bay Recycling's brokerage team reports that the SBWMA's MRF continues to produce baled fiber (OCC cardboard and Mix Paper) which meet the demanding quality requirements of SE Asia. Although the global shipping crisis continues, activity at the port of Oakland is sufficient for SBR is to maintain product shipments.

Demand for baled fiber remains healthy, and pricing continues to move up. It will take a few months for the port and steamship lines to work through their capacity issues, but at this time we do not anticipate issues which would result in a price collapse or inability to continue product movement.

c. Shoreway Facility- Projects Update

Our technical team is extremely busy with many site and program improvement projects currently being planned and implemented during the next few years. In addition to a number of other assignments, Hilary Gans (1.0 FTE) is currently project managing three major projects:

- The Organics-to-Energy Pilot project
- MRF facility upgrades—Phase two (further automation/robotics)
- Underground Storage Tank replacement by 12/31/25

In addition to a number of other assignments, Matt Southworth (.5 FTE) is currently project managing several large-scale projects:

- MRF exterior wall repair by tipping floor
- MRF deluge water tank for addition fire suppression
- Site electrical upgrade project for Zero Emissions Vehicles

Respectfully submitted



Joe La Mariana
Executive Director

