



A Public Agency

# EXECUTIVE DIRECTOR'S REPORT



## STAFF REPORT

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**To:** SBWMA Board Members  
**From:** Joe La Mariana, Executive Director  
**Date:** July 22, 2021 Board of Directors Meeting  
**Subject:** Executive Director's Report

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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 that is anticipated to be in the Fall.

### 2. Administration & Finance:

#### a. Staff Update

Recruitment for the open Fellowship positions (2021/2022) closes July 16 with panel interviews in late July. Staff anticipates onboarding the new Fellows in late August/early September.

#### b. Expiring Operations Agreement RFQ Update:

The staff Operations Agreement RFQ Project team is wrapping up internal review of the key RFQ file, following review at the 2nd Ad Hoc TAC meeting and technical inputs from HF&H and Sloan Vazquez consultants. That review process is now being replicated for the key Operations Agreement file, which will form the basis of the 3rd and final AHTAC meeting in early August. Both key files and their major attachments will be packaged for the 1st Ad Hoc Board Committee evaluation in early September, after which the final documents will be brought for approval by the Board at its September meeting.

Pending Board approval, Staff will publicly distribute the RFP documents in October with a targeted submittal date in very early spring.

### 3. Committee Updates:

#### a. Finance Committee Meeting (no meeting held)

b. **Legislative Committee** (June 25)

The Legislative Committee met to discuss the status of current legislation the Agency is tracking, including a recap of SB 289 – the battery extended producer responsibility bill the Agency was co-sponsoring. There will be more update in a presentation from EEC today under item 5D. In addition, the Board will consider adding a 4<sup>th</sup> Board Member to the Legislative Committee under 5C.

c. **Pub Ed/Outreach Committee** (next meeting is July 23)

d. **Technical Advisory Committee** (no meeting held)

e. **Zero Waste Committee** (next meeting is July 22)

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, including:

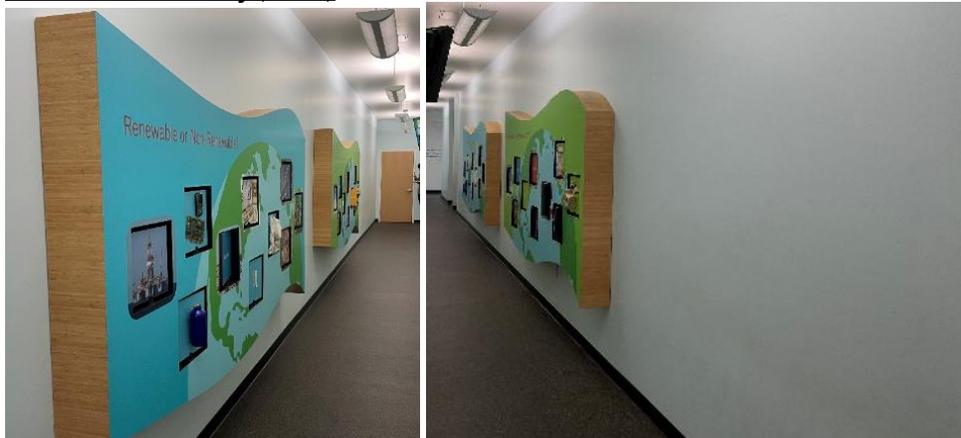
- i. The Model Mandatory Organics Reduction Ordinance has been drafted, recommended by the TAC, reviewed with city attorneys and is in today's meeting as item 5A.
- ii. Staff and contractor HF&H has also been working with Recology on what will be Amendment 2 to the Recology Franchise Agreement. More information about this can be found under item 9A.
- iii. Staff also continues to schedule and coordinate Study Sessions with Member Agencies' elected bodies to provide an overview of SB 1383 and outline the timeline of implementation.

b. **Community Outreach and Environmental Education**

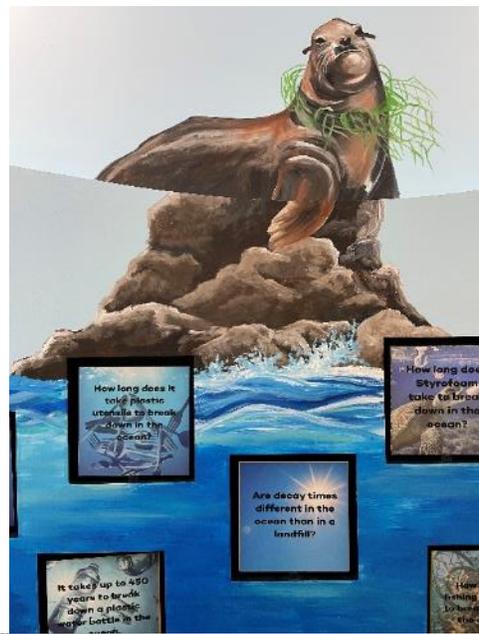
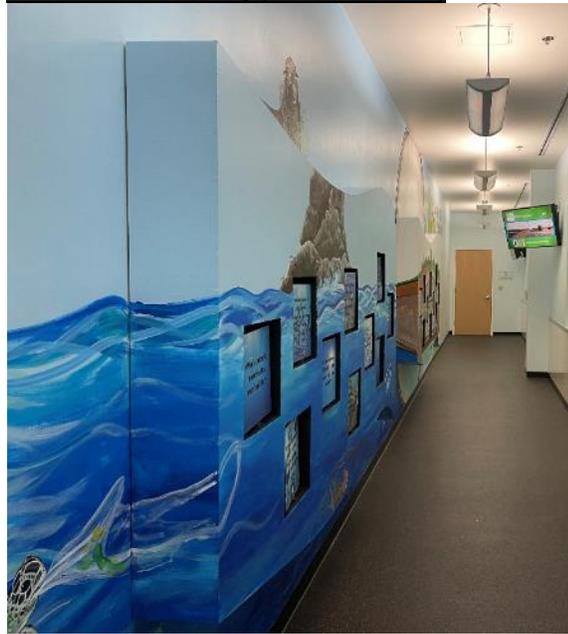
i. **Environmental Education (EE) Update**

This past spring, Staff selected and began working with a local artist to create a new indoor mural in the upstairs hallway of the Shoreway Education Center. The finished mural includes a map of the RethinkWaste service area and graphics and information related to landfills and plastic pollution in the oceans. Below is a before and after comparison of the hallway.

**MRF Public Hallway (before)**



**MRF Public Hallway (after—with mural!)**



**ii. Pub Ed and Outreach Updates**

The Agency's latest virtual webinar was held on June 29 to prepare residents for Plastic Free July. We had over a dozen participants learn about what we can do to move towards a low-waste lifestyle. More information about what was discussed can be found here:

<https://bit.ly/3dYmzSD>

The upcoming continued battery outreach campaign is anticipated to start early August, with a focus on the fire risk that improperly disposed of batteries bring.

**5. Shoreway Operations and Contract Management**

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

The O2E Pilot project was restarted in April and has operated until mid-June when the project was stopped until the Board authorized additional funds to operate through the rest of 2021. On July 12th the pilot was restarted and slurry shipments to Wastewater Treatment Plants (WWTP) have resumed. Over 60 loads of slurry have been shipped to WWTPs since the start of the pilot, with a current daily production of three loads per day. The tracking of production and operating costs will continue with the goal of developing a clear understanding to the value of this project for treating commercial source separated organics under the new regulatory regime of SB 1383. Further updates will be given under today's item 7A.

b. **SBR/VRS Short term Agreement finalized**

SBR advised Staff that they and the County's Vocational Rehabilitation Services (VRS) program have fully executed a new agreement providing sorters for the MRF's recycling operations through December 31, 2021. This agreement is notable because the current agreement expired on June 30<sup>th</sup>. The two parties have agreed to work towards a longer term agreement this fall.

c. **Other facility projects:**

i. **Underground Storage Tank (UST) replacement project.**

By law, these UST diesel fuel tanks must be replaced by December 31, 2025. Preliminary technical contractor selection has begun and project planning will proceed thereafter. Core site work is targeted for late 2023 through end of 2024 to properly secure technical contractor availability and full mandate compliance. Although significant funds have been earmarked, actual projects costs can only be determined upon 1. final approved designs 2. final construction contract(s) are executed and 3. actual soil assessments are evaluated by regulators.

ii. **MRF automation—Phase Two.**

The planned second phase of high-speed, automated equipment (including robotics) has begun with the preliminary technical contractor selection process. Once selected, technical design and building specs will follow.

iii. **MRF Building Repair Project (Eastern wall).**

Structural failure of tipping area wall requires new design and replacement. Engineered designs and building specs are due by July 31<sup>st</sup> and ready for Board consideration this fall.

iv. **Other site projects:**

Other major active projects include Upgrading site electrical capacity in anticipation of a portion of Recology's fleet converting to EV between 2023-2026; conducting a first-ever site master plan to optimize site layout; installing an emergency water tower to maximize fire suppression at MRF.

No shortage of action in our solid waste world these days!

Respectfully submitted,



Joe La Mariana  
Executive Director