



TECHNICAL ADVISORY COMMITTEE (TAC) MEETING

THURSDAY, JUNE 9, 2022 at 2:00 p.m.

VIA ZOOM VIDEO OR TELECONFERENCE MEETING ONLY

Link to Join

<https://us02web.zoom.us/j/84139633276?pwd=ei9zYjBtaEpCTUVtUzY3QldOaWZSQ09>

Phone number for voice access: 1 (669) 900 9128

Meeting ID: 841 3963 3276

Passcode: 053167

PURSUANT TO SBWMA RESOLUTION 2022-18, THE MEETING WILL BE HELD BY TELECONFERENCE AND/OR VIDEO CONFERENCE ONLY. THE PUBLIC MAY PARTICIPATE BY JOINING THE ZOOM MEETING <https://us02web.zoom.us/j/84139633276?pwd=ei9zYjBtaEpCTUVtUzY3QldOaWZSQ09> AND SUBMITTING THEIR PUBLIC COMMENTS IN A LIVE MEETING FORMAT. ANY EMAILS SENT TO rethinker@rethinkwaste.org WILL BE PROVIDED TO THE TAC MEMBERS PRIOR TO THE MEETING.

Live verbal public comments may be made by members of the public joining the meeting via Zoom. Zoom access information is provided above. Use the “raise hand” feature (for those joining by phone, press *9 to “raise hand”) during the public comment period for the agenda item you wish to address. The TAC CHAIR will call on people to speak by name provided or last 4 digits of phone number for dial-in attendees. Please clearly state your full name for the record at the start of your public comment

Written public comments for the record may be submitted in advance by 12:00 p.m. on the meeting date by email to: rethinker@rethinkwaste.org and will be made part of the written record but will not be read verbally at the meeting. Written public comments submitted by email should adhere to the following: 1) Clearly indicate the Agenda Item No. or specify “Public” in the Subject Line for items not on the agenda and 2) Include the submitter’s full name

TELECONFERENCE PARTICIPANTS

ALL TAC MEMBERS WILL PARTICIPATE BY TELECONFERENCE AND/OR VIDEO CONFERENCE PURSUANT TO GOVERNOR NEWSOM’S EXECUTIVE ORDER N-25-20

PURSUANT TO RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES SHALL BE BY ROLL CALL DUE TO ALL TAC MEMBERS PARTICIPATING BY TELECONFERENCE AND/OR VIDEO CONFERENCE

ANY REQUEST FOR REASONABLE ACCOMMODATION SHOULD BE ADDRESSED TO CYNDI URMAN AT CURMAN@RETHINKWASTE.ORG.

AGENDA

1. Call to Order/Roll Call

2. Public Comment

Persons wishing to address the TAC on matters NOT on the posted agenda may do so. Each speaker is limited to three 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 TAC Meeting. If the item you are speaking on is not listed on the agenda, please be advised that the TAC may briefly respond to statements made or questions posed as allowed under The Brown Act (Government Code Section 54954.2). The TAC’s general policy is to refer items to staff for attention, or have a matter placed on a future TAC agenda for a more comprehensive action or report and formal public discussion and input at that time. *Speakers may also submit comments via email prior to the meeting by sending those comments to rethinker@rethinkwaste.org*

MEMBER AGENCIES

BELMONT * BURLINGAME * EAST PALO ALTO * FOSTER CITY * HILLSBOROUGH * MENLO PARK * REDWOOD CITY
* SAN CARLOS * SAN MATEO * COUNTY OF SAN MATEO * WEST BAY SANITARY DISTRICT

June 2, 2022

3. Executive Director's Report *(Verbal report only)*

p. 3

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 TAC, 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 the Minutes from the February 10, 2022, TAC Meeting

ACTION p. 7

5. Updates on SB 1383 Implementation Planning

p. 13

- Procurement
- EAR timeline
- County Organics Data
- Recyclist

6. Discussion on AB 1826 letter to Member Agencies from CalRecycle

p. 17

7. Discussion on delivering a Site and Optimization Study and Design Development starting point in FY2022

p. 21

8. Contractor Updates *(Verbal report only)*

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- A. Recology
- B. South Bay Recycling

9. TAC Member Comments

10. Adjourn

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June 2, 2022



EXECUTIVE DIRECTOR'S UPDATE

Agenda Item 3 is a verbal report only at the 6/9/2022
SBWMA TAC Meeting



CONSENT CALENDAR

DRAFT MINUTES

**SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY
SPECIAL MEETING OF THE TECHNICAL ADVISORY COMMITTEE
February 10, 2022 – 2:00PM.
Via Zoom Tele/Video Conference**

Call to Order: 2:01PM

1. Roll Call

Agency	Present	Absent	Agency	Present	Absent
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
Menlo Park	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 Report

Executive Director La Mariana welcomed all to the meeting and gave the following updates:

- Staff is interviewing for the open Management Analyst position and the process is moving along.
- He thanked staff Au for creating a legislative coalition and her work on getting a battery bill into the legislative session that will be introduced in both state houses concurrently. The bill is being sponsored by Josh Newman and Jaquie Irwin.
- Staff is spending a lot of time on the Operations Agreement RFP, and more updates will be coming in the summer and recommendation to the board is scheduled for the November Board meeting.
- The February Board meeting is the annual board/TAC retreat. He noted that there would be a short board meeting prior to the retreat on some items that need to be addressed.

- Staff has authorization to move forward with the site optimization study RFP, and staff is looking for an ad hoc committee of TAC Members to help in reviewing the technical responses.

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 TAC, 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 the Minutes from the June 10, 2021, TAC Meeting
- B. Approval of the 2022 Proposed TAC Meeting Calendar

Motion/Second: Lee/Cooke

Roll Call Vote: 10-0-0-1

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
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
Menlo Park	X								

5. Administrative Items

- A. Election of TAC Chair and Vice Chair

Member Daher nominated Vice Chair Lorenz as Chair, Member Lee seconded the nomination.

Roll Call Vote: 10-0-0-1

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
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
Menlo Park	X								

Member Daher nominated Member Lee as Vice Chair, Member Cooke seconded the motion.

Roll Call Vote: 9-0-1-1

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
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
Menlo Park	X								

6. Discussion on SB 1383 Implementation Planning

- Staff Update on Record Keeping and Reporting

Staff Carter noted that one of the most burdensome aspects of SB 1383 is the record keeping and reporting aspects. Per the MOUs RethinkWaste will lead most of the record keeping for SB1383, and the main resource to do this is Recyclist Program Tracker which compliance and tracks the implementation record required by SB 1383. The tool was provided to RethinkWaste in January and staff has been familiarizing and working towards uploading the bulk data. He noted that while staff has received the tool to allow the Member

Agencies access to begin tracking the requirements, Recyclist hasn't been able to provide jurisdiction level access yet, they expect that to launch in the next few weeks. He then gave an outline of the next steps once it does launch, option 1 is that each Member Agency upload records into Recyclist directly. Option 2 is that each Member Agency sends a template to staff every 60 days to be uploaded by RethinkWaste staff. He noted that there would be a Recyclist tool tutorial once the tool is ready. He noted that SB1383 reporting can not be submitted by RethinkWaste on behalf of the Member Agencies - each Member Agency is required to report on their own.

Chair Lorenz asked if everything for SB 1383 lives on the Recyclist platform.

Staff Carter answered that everything lives in Recyclist, and that the tool is built to upload into the SB 1383 reports.

Member Tong asked if there any other reporting that the Member Agencies will need to do outside of what the SBWMA is doing.

Staff Carter answered not for the April 1, initial reporting.

- Discussion on Next Steps for Recovered Organic Materials Procurement
- Overview of Outreach & Education, Waiver and Contamination Monitoring with SCS Engineers
- Sampling Requirement by South Bay Recycling

7. Contractor Updates

- A. Recology
- B. South Bay Recycling

8. TAC Member Comments

9. Adjourn



UPDATES ON SB 1383 IMPLEMENTATION PLANNING



STAFF REPORT

To: SBWMA TAC Members
From: Tj Carter, Program Manager II, Recycling and Compliance
Date: June 9, 2022 Technical Advisory Committee Meeting
Subject: Discussion on SB 1383 Implementation Planning

Analysis

As detailed in the SBWMA SB 1383 Memorandum of Understanding recently authorized by the SBWMA Board of Directors and SBWMA Member Agencies, SBWMA staff has been delegated a significant portion of the SB 1383 program responsibilities.

Staff will provide updates on the following four (4) items and TAC member input will be sought during this meeting:

1. Procurement

Recycled-Content Paper Product Procurement

All departments in a jurisdiction are required to purchase and keep records that paper products:

- All paper purchases must contain 30 percent postconsumer recycled content, when available at no greater cost than nonrecycled products
- Products must be recyclable as defined by FTC "Green Guides"
- Jurisdictions must require vendors to certify postconsumer content and recyclability claims

Recovered Organic Material Procurement

SBWMA staff have compiled and reviewed the Procurement Survey sent to TAC Members/SB 1383 staff. Staff are working with HF&H to develop Procurement Plan for Member Agency use. The Plan is anticipated to include program implementation options and descriptions, cost estimates, and staff time estimates for each available procurement options as well as examples of existing programs in the state. The plan is expected to be completed by August 2022.

2. Electronic Annual Report and SB 1383 Reporting

SBWMA has retained Ascent Environmental to support the 2021 Electronic Annual Reports and help assess the reporting needs of the SB 1383 Annual Jurisdiction Report. These combined reports are due October 1, 2022. Ascent Environmental will reach out to TAC Members in the next few weeks to collect data needed for these reports.

3. County Organics Capacity Planning Data Request

SB 1383 requires counties to take the lead collaborating with the jurisdictions located within the county in planning for the necessary organic waste recycling and food recovery capacity needed to divert organic waste from landfills into recycling activities and food recovery organizations.

SBWMA has received the County's data request for organics capacity information. SBWMA will provide each Member Agency with a copy of the data by June 15, 2022 for review. Final submission to the County is June 30, 2022.

4. Recyclist Jurisdiction Access Onboarding

SBWMA Staff has now been using the Recyclist Program Tracker software for a few months to track SB 1383 compliance progress. This Recyclist program has been instrumental in streamlining the Technical Assistance and Outreach tasks SCS Engineers has been hired to conduct to generators who need composting service. As part of the Recyclist subscription, each Member Agency will receive jurisdiction-level access to their records by the end of June. The contacts that were identified by each Member Agency will receive an email from Recyclist to start their account. In the next few weeks, these contacts will also receive an invitation to join an onboarding webinar hosted by Recyclist. Recyclist staff will cover the main aspects of how the Member Agency will interact with the tool including recording outreach, procurement, and complaints. Following the onboarding webinar with Recyclist, SBWMA will offer individual walkthroughs with each Member Agency to help address further questions.

Background

In September 2016, SB 1383 (Lara, Chapter 395, Statutes of 2016) established statewide methane emissions reduction targets in an effort to reduce emissions of short-lived climate pollutants in various sectors of California's economy. It includes statewide goals to reduce the disposal of organic waste and recover edible food for human consumption. To accomplish these statewide goals, SB 1383 regulations were developed, which were approved on November 3rd 2020, and include prescriptive requirements for jurisdictions related to recycling and organics collection, inspection, and enforcement policies and programs and edible food recovery. The SBWMA and its Member Agencies need to comply with nearly all SB 1383 requirements by January 1, 2022 with the significant exception that enforcement actions do not need to commence until January 1, 2024.

More information regarding SB 1383 can be found online at www.calrecycle.ca.gov/organics/slcp/.

Fiscal Impact

None.

Attachments: None



DISCUSSION ON AB 1826 LETTERS TO MEMBER AGENCIES

Agenda Item 6

Discussion on AB 1826 Letter to Member Agencies from CalRecycle

This item is a discussion item only at the June 9, 2022 TAC Meeting

There is no staff report



SITE OPTIMIZATION STUDY INPUT

STAFF REPORT

To: Technical Advisory Committee Members
From: Joe La Mariana, Executive Director
Rob Kalkbrenner, Common Goal Consulting
Date: June 9, 2022 TAC Meeting
Subject: Discussion on delivering a Site and Optimization Study and Design Development starting point in FY2022

Summary

In January 2022, RethinkWaste Board of Directors approved a Request for Proposal (RFP) process to seek third-party engineering consultants to develop a site optimization study and a design development starting point for the Shoreview Environmental Center, (SEC). SBWMA hired a single qualified technical consulting team (SCS Engineers) to begin in May 2022 through October 2022 to capture, analysis, and make recommendations for the enhanced functionality of site operations and emergency storage, fleet and employee parking, the office / conference, learning center, storage, programing, and new material handling and processing technology systems, and needs.

Discussion

The purpose of this item is to discuss and gather input from the committee for this study. The scope of the site study includes, but is not limited to:

- Maximizing site, buildings and asset storage layout and improve operational flow efficiencies,
- Address current and anticipated infrastructure gaps in mandated solid waste operational and material handling and processing programs,
- Be consistent with the SBWMA 2020 Long Range Plan mission statement, goals and guiding principles,
- Identify, assess, and recommend alternative power and fleet fueling opportunities, and provide planning-level recommendations for transition while maintaining current operations,
- Incorporate a planned Underground Fuel Storage Tank removal project (planned for FY2023/FY2024),
- Identify new material storage capabilities, including emergence storage needs.
- Assess Leadership in Energy and Environmental Design (LEED) sustainability principles,
- Reflect attractive, modern, and flexible interior design for a multi-generational workforce,
- Incorporate flexible collaborative workspaces and training labs for environmental learning groups interaction, training, and innovation development,
- Utilize modern smart building technologies and digital workplace design elements,
- Be consistent with the SEC's Operations Agreement,
- Assist with developing options to generate additional revenues, such as from a digital sign,
- Address existing and future needs for employee and fleet vehicle parking, and
- Consider possible recommendation for additional vacant site land use, if it becomes available for the project,
- Analyze comparison of costs for possible land acquisition and construction on a new site vs. the current site,

- Assess potential impacts to the site neighbors and the County of San Mateo's airport,
- Assess potential noise impact for neighboring locations in proximity,
- Assess current space needs while the future plan(s) are constructed. SBWMA is committed to flexibility in the design process to maximize the benefits to the community. SBWMA is prepared to consider participation in a partnership, including but not limited to the County of San Mateo in the use of the neighboring County owned vacant land.

Background

The original SEC transfer station building, vehicle maintenance buildings, and the administrative offices were originally owned and built by Browning-Ferris Industries (BFI) in 1982. The adjacent MRF building was a pre-existing warehouse that was converted to a MRF. In 2000, bonds were issued by the SBWMA and the SBWMA purchased the SEC from BFI. At the time of purchase, the SBWMA and BFI entered into an agreement for the operation of the transfer station and the MRF facility. In 2007, in anticipation of the expiration of that operations agreement, an RFP for a new contractor was issued by the SBWMA and SBR was selected to become the site/facility operator starting on January 12th, 2011. With extensions issued to the SBR operations agreement, the SBR contract will run its maximum length expiring December 31, 2023.

In 2011, the SBWMA completed a \$54million capital remodel of the facility. The primary goal for transformation of the SEC was to upgrade the recycling infrastructure required to handle new single-stream recyclable materials collection services provided to the residents and businesses in the SBWMA service area. The facility improvements included: (1) a new state-of-the-art MRF for sorting single-stream recyclable materials from residents and businesses; (2) expanded transfer station for more recycling and customer convenience; (3) green building features, such as LEED-gold MRF building certification based on solar panels and use of natural light among other improvements; (4) new environmental education center and demonstration gardens; and, (5) additional improvements to more effectively manage the traffic flow and public.

Over the following decade, several other changes occurred. In September 2016, the MRF experienced a catastrophic fire that resulted in closure for over 4 months and damages covered by insurance of up to \$8.5 million. Lithium Ion batteries were the suspected cause of the this fire. In 2019, the SBWMA approved closure (likely permanent) of the buyback center for public redemption of CRV-valued materials due to unexpected market changes that negatively impacted the California CRV Redemption program. In 2020, MRF equipment upgrades (MRF Phase I) were completed that resulted in improvements of MRF productivity and commodity quality.

In March 2020, the O2E system, including the Anaergia OREX™ press equipment, was installed in the transfer station and tested. The pilot program for this O2E project was intended to start immediately after this installation; however, the COVID pandemic resulted in significant disruptions to the volumes of the anticipated feedstock and, therefore, the start-up pilot was delayed. In April 2021, the OREX™ began processing food waste at a pilot-scale level, with plans to continue pilot-scale processing for at least six months to gather sufficient data for determining how to proceed.

The Shoreway Environmental Center (SEC) complex is approximately 16-acres and is wholly owned by the SBWMA. There are two large structures used for the transferring and recovery of materials, located at 225 and 333 Shoreway Road, respectively, north of Holly Street/Redwood Shores Parkway in San Carlos, California. There are several important support structures, including two vehicle maintenance shops, an industrial-scale fuel island, an administrative building, an education center, and a public recycling drop-off center. There is truck parking area at the north end of the property that is used by Recology for parking of 150 collection and support vehicles, and storage of a standing inventory of waste material containers (carts and bins) used to serve the SBWMA service area. On-site parking is also currently provided to accommodate about 350 Recology, SBR and site-production related employees.

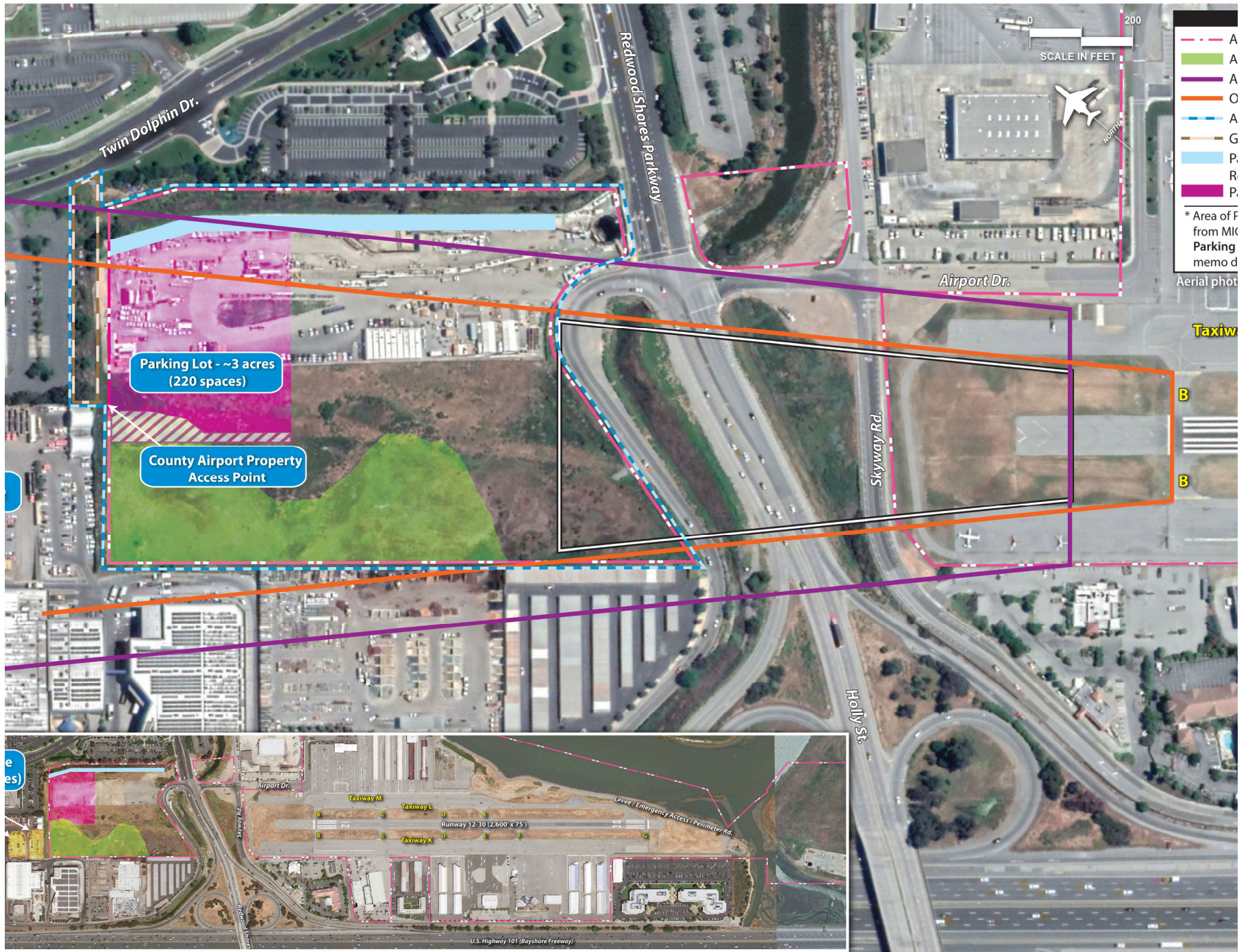
Attachments:

Attachment A- RethinkWaste and Neighboring Sites (Site/Adjacent Area Map)






Attachment B- Rethink Waste Potential Site Constraints (Site Map)

Attachment C- High Level Project Schedule





Schedule

PHASE	2022				
	APR	MAY	JUN	JULY	AUG
1. Assessment (Audit/Inventory) Phase	 				
2. Site Optimization and Selection Phase					
3. Design and Cost Estimation Phase					 
Meeting					
Presentation					
Deliverable					



CONTRACTOR UPDATES

(Verbal Updates only to be given at the
06/09/2022 TAC Meeting)