



A Public Agency

## SBWMA BOARD OF DIRECTORS MEETING THURSDAY September 28, 2023, at 2:00 p.m.

Location:

San Mateo County Transit District Office  
1250 San Carlos Ave  
Second Floor Auditorium  
San Carlos, CA 94070

The public may observe/participate in Board of Directors meetings remotely or in person. Remote and in person public comment options are listed below.

Board of Directors members shall attend in person unless remote participation is permitted by law.

### TO ADDRESS THE BOARD OF DIRECTORS IN PERSON

Masking is not required but according to the California Department of Public Health guidelines, people at higher risk for severe illness should consider masking. To help maintain public health and safety, we respectively request that people NOT attend in-person if they are experiencing symptoms associated with COVID-19 or are otherwise ill and likely contagious (e.g., respiratory illnesses).

To address the Board of Directors on any item – whether on the posted agenda or not – please fill out a Request to Speak Form and submit it to the Board Clerk. Speakers are not required to submit their name or address.

### REMOTE PARTICIPATION

Members of the public may participate in public Agency meetings by logging into the Zoom:

<https://us02web.zoom.us/j/89203642276?pwd=NmhiNGlpRDYyUTd5TDIqRU9TTFIQT09>

**Meeting ID: 892 0364 2276      Passcode: 832032**

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](mailto: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. You may also use the raise hand feature on Zoom to enter a verbal public comment.

\*Pursuant to Ralph M. Brown Act, government code section 54953, all votes shall be by roll call if any members of the board of directors are participating by teleconference and/or video conference.

### AGENDA

1. Call to Order/Roll Call
2. Public Comment

Persons wishing to address the Board 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 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. **Speakers may also submit comments via email prior to the meeting by sending those comments to [rethinker@rethinkwaste.org](mailto:rethinker@rethinkwaste.org).**

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#### 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

September 21, 2023

### 3. Executive Director's Report

p. 7

### 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 the Minutes from the June 22, 2023, Board of Directors Meeting **ACTION p. 15**
- B. Approval of Quarterly Investment Report for the Quarter Ended June 30, 2023 **ACTION p. 25**
- C. Resolution Authorizing a change in Officers of the City Redwood City to Manage the SBWMA's Financial Investments in Association with Administrative Services Agreement, effective July 1, 2019 **ACTION p. 31**

### 5. Administrative and Finance

- A. Resolution Approving \$2,558,887 Financing Plan Property Purchase of 1245 San Carlos Avenue, Suite E, San Carlos, California **ACTION p. 39**
- B. Resolution Approving the Final Contract For Acquisition of 1245 San Carlos Avenue, Suite E, San Carlos, California 94070 by the South Bayside Waste Management Authority (SBWMA) and Authorizing the Executive Director to Execute the Contract **ACTION p. 55**
- C. Resolution Authorizing the Executive Director to enter into a Professional Services Agreement with Gelfand Partners Architects for Architectural, Engineering and Design Services for the SBWMA's New Office Buildout at a Not To Exceed Amount of \$152,183 **ACTION p. 67**

### 6. Collection and Recycling Program Support and Compliance

- A. Resolution Approving the SBWMA Final Report Reviewing the 2024 Recology San Mateo County Compensation Application **ACTION p. 73**

### 7. Shoreway Operations and Contract Management

- A. Resolution Approving the SBWMA Final Report Reviewing the 2024 South Bayside Industries Compensation Application **ACTION p. 113**
- B. Second Review and Approval of SBWMA Board Actions regarding the Site Optimization Study
  - 1) Review and Accept SCS Engineer's FINAL Shoreway Environmental Center's Site Optimization Study and Design Development Starting Point Findings/Recommendations Report, and
  - 2) Review and Approve Staff's Proposal to Retain KNN Public Finance's services in an Amount Not To Exceed the Executive Director's Authority Pursuant to SBWMA's Purchasing Policies to Work with the Finance Committee to Formulate a Recommendation On Feasible Funding Sources for an Anticipated Future Site Master Plan's Capital Improvement Projects **ACTION p. 147**

### 8. Public Education Outreach and Legislation

No Items

### 9. Informational Items

- A. Agency Name/Logo Survey Results Summary **p. 163**
- B. 2023 Bay Area Solid Waste Rates and City Fees Survey **p. 171**
- C. Results of the Finance Committee Discussion of 2023-2024 Property Insurance **p. 177**
- D. 2023 Legislative Session Update **p. 179**
- E. Senate Bill (SB) 1383 Program Implementation Update **p. 201**
- F. Technical Consulting Contracts: April to August 2023 **p. 209**
- G. 2022/23 Finance and Rate Setting Calendar **p. 213**
- H. Check Register Detail June – August 2023 **p. 215**
- I. 2023 Meeting Planning Guide **p. 229**

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**10. Board Member Comments**

**11. Adjourn**

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