



A Public Agency

EXECUTIVE DIRECTOR'S REPORT

STAFF REPORT

To: SBWMA Board Members
From: Joe La Mariana, Executive Director
Date: October 26, 2023 Board of Directors Meeting
Subject: Executive Director's Report

Staff and agency partners continue to be hard at work supporting a variety of projects, programs, and facility initiatives. Here are the highlights:

1. Contractor Updates:

a. Recology San Mateo County (Recology)

New Recology General Manager John Zirelli and his team are actively recruiting three RethinkWaste-approved Waste Zero team positions as they mobilize to take the handoff from SCS Engineer's expiring contract of mandated 1383 compliance activities on January 1, 2024. These positions are expected to be filled and the new incumbents fully onboarded by this date. Staff looks forward to working with the enhanced team as we collaboratively embark on the important next phase of 1383 program implementation.

b. South Bay Recycling (SBR) Operations

SBR continues to deliver strong operational services at the Shoreway Environmental Center. As the Operations Agreement winds down, SBR General Manager, Phil Couchee, and his team deserve special recognition for maintaining our high production standards during a challenging situation. The SBR team has been actively engaged in all aspects of our planned service transition with the incoming SBI team and staff is extremely grateful for their professionalism.

Please note: On Sunday, December 31st, the Shoreway Facility will be closed to the public and will cease all operations to facilitate SBR's decommissioning and removal of its company-owned assets while SBI delivers, installs and commissions their assets so they're ready to assume full site operations at 12:01am on January 1st, 2024.

2. Administration & Finance:

a. RethinkWaste's New Administrative Office: Project Update

As directed by the Board, Staff is currently:

1. Completing final escrow tasks for the new agency administrative office property to be located 1245 San Carlos Avenue, Suite E, in San Carlos. Escrow will close by

November 15th. RethinkWaste has retained local commercial realtor, Steve Divney, to help us navigate the numerous transactional steps and escrow punch list details required to complete this sale. Steve's proven to be a real asset to our team.

2. Finalizing the property loan with Five Star Bank through Beale Street Lending within the next two weeks. Special shout out to Sr. Finance Manager, John Mangini, for his extraordinary efforts involved to complete this task while concurrently delivering the DRAFT FY2024 Budget/CIP and 2024 Contractor's Compensation Application approval process. John's commitment to our agency is impressive!
3. Working with Gelfand Partners Architects to finalize the office space layout and prepare construction and structural engineering specification documents for a public bid solicitation planned in December, pending Board approval of bid package on November 16th. Technical consultant, Rob Kalkbrenner, Principal with Common Goal Consulting has been retained to manage this project on behalf of RethinkWaste. Rob's extensive and broad industry experience and relevant knowledge of our agency's needs are already clearly paying off. Rob has a well-earned reputation for making good things happen.

I'm happy to report that all three aforementioned set of tasks are right on track.

3. Committee Updates:

- a. **Finance Committee Meeting** (no meeting held)
- b. **Legislative Committee** (no meeting held)
- c. **Pub Ed/Outreach Committee** (no meeting held)
- d. **Technical Advisory Committee** (no meeting held)
- e. **Zero Waste Committee** (no meeting held)

4. Collection and Recycling Program Support and Compliance:

a. SB 1383 - Contamination Monitoring Route Reviews

Recology has provided each Member Agency their SB 1383 compliance status as of September 2023. Together, Recology and RethinkWaste have been meeting with Member Agencies to discuss the next steps with compliance and enforcement.

RethinkWaste staff will be managing the transition of SB 1383 compliance support services from SCS Engineers to Recology. These services include Outreach Technical Assistance, Waiver Reviews, and Route Review Contamination Monitoring. The SCS Engineers contract ends December 31, 2023 and will transition to Recology January 1, 2024. All teams want to ensure a smooth and continuous transition. RethinkWaste and Recology staff have held a series of meetings scheduled throughout the Fall to scope and schedule these services.

b. Community Outreach and Environmental Education

i. Outreach Updates

Staff conducted an overview for City of San Mateo staff to showcase available outreach resources from RethinkWaste, such as brochures, flyers, information about recycling programs, and more. Staff welcomes Member Agency staff to reach out to RethinkWaste staff if they're interested in participating in such overviews. Please reach out to Outreach and Communications Manager Joanna Rosales-Jose.

The Game, Puzzle, and Book Swap on September 23, co-hosted by the Burlingame Library and RethinkWaste, was a success. 120 members of the community participated in the swap located at the Burlingame Library and expressed great interest in the event. Staff is working on hosting similar events throughout the service area.

ii. Rethink Recycling Day

Our annual Rethink Recycling Day will be held in-person on Saturday, October 21st from 10 a.m. to 2 p.m. at the Shoreway Environmental Center. There will be in-person tours, a shred event (starts at 9 a.m.), clothes mending clinic and kids crafting activity. As of this writing we have over 100 sign ups.

iii. Poster Contest

After receiving many creative submissions for our theme of "Super Sorters," the RethinkWaste team officially closed the annual fall Poster Contest on October 6. We received 47 total submissions, 39 for our Elementary School category (3rd-5th grade) and eight for Middle School (6th-8th) that represented six Member Agencies and 19 schools! It was the first time we expanded this contest to middle school students. The two first place winners will be recognized by RethinkWaste staff and Board Members at the Rethink Recycling Day event on October 21, and will have their posters displayed on local Recology trucks. The full list of winners and their artwork can be found on our website here:

<https://rethinkwaste.org/2023/10/18/2023-rethinkwaste-poster-contest-winners/>

iv. In-Schools Program Update

In September, the Environmental Education Team educated 700 students and teachers at Sandpiper School in Redwood City as part of a full In-Schools Program roll-out. The team provided four interactive assemblies and bin monitoring during a week's worth of lunch periods. The campus went from diverting 0% of lunchtime waste to 57% as a result of the new compost and recycling program implemented by RethinkWaste!

The team also conducted lunch bin monitoring at College Park Elementary in San Mateo to emphasize the importance of proper bin sorting and students' impact on their environment.

v. Shoreway Tours

The Shoreway Tours program continues to remain very popular. The team hosted seven different tours with large school groups in the past month for classes from Hillsborough, San Mateo, Redwood City, and Burlingame. Tour groups included college and high school classes from Cañada College and Burlingame High School. Special tours were held for colleagues from our Member Agencies – Foster City and Redwood City.

5. Shoreway Operations, Capital Projects, and Contract Management

a. Shoreway Operations Contractor Transition Update

To ensure a responsible transition between our current and new facility operators, the Shoreway facility will be closed on Sunday, December 31, 2023 for public access and all facility operations. SBR will cease operational activities at midnight December 31 to allow them the opportunity to remove all company-owned rolling stock and decommission all technical systems and remove all other company-owned assets from the site. As such, at 12:01 a.m. December 31, SBI is authorized with full access to the Transfer Station, MRF and the Facility Operator portion of the facility to deliver, commission/install and park all its rolling stock, office furniture/technical systems and other company-owned assets for SBI to be fully operational on January 1, 2024.

b. FEMA 2023 Claim/Reimbursement Update

On the weekend of January 1, 2024, the agency-owned Shoreway Environmental Center (SEC) sustained damage to multiple locations on the site due to extreme flooding, most notably to the Transfer Station tunnel and the Recology administration building located at 225 Shoreway Road. The total cost related to the flood damage was \$195,326. Staff applied for emergency-related funding assistance from the Federal Emergency Management Agency (FEMA) Public Assistance Program. Staff has completed the application and the FEMA eligible reimbursement cost is \$192,932. The difference is due to minor upgraded materials in the replacement of the office equipment, which is not eligible for FEMA reimbursement. FEMA will reimburse \$144,699 (75% of the incurred eligible costs). In addition, it is anticipated that the California Governor's Office of Emergency Services (Cal OES) will reimburse 18 ¾% of the eligible cost. Therefore, the agency will be responsible for only \$14,452 of the total cost of damages.

Respectfully submitted,



Joe La Mariana
Executive Director