



A Public Agency

## SBWMA BOARD OF DIRECTORS MEETING

THURSDAY, November 16, 2023 at 2:00 p.m.

Cañada College  
Building 6 Room 101 & 102  
4200 Farm Hill Boulevard  
Redwood City, CA 94061

[Driving Directions \(park in student lot 6\)](#)

Follow signs for “The Grove”

The public may observe/participate in Board meetings using remote public comment options or attending in person. Board members shall attend in person unless remote participation is permitted by law.

### TO ADDRESS THE BOARD 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 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/89693121863?pwd=THQxV01sem5qY2tpUXRubTJhWk5LZz09>

Meeting ID: 896 9312 1863

Passcode: 888522

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

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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

November 15, 2023

**3. Executive Director's Report** p. 5

**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 October 26, 2023, Board of Directors Meeting and Board/Finance Committee Study Session **ACTION p. 15**

B. Approval of the 2024 SBWMA Board of Directors and Brown Act Committees Meeting Calendars **ACTION p. 23**

**5. Administration and Finance**

A. Resolution Approving the FY2024 Operating Budget and Five-Year Capital Improvement Plan Projections **ACTION p. 31**

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

No Items

**7. Shoreway Operations and Contract Management**

A. Resolution Approving Plans and Specifications for the SBWMA Administrative Office Tenant Improvement Project located at 1245 San Carlos Avenue, Suite E, San Carlos, California, Authorizing bidding of the project for construction, and authorizing the Executive Director to execute a Construction Contract for the project in an amount not to exceed \$1,110,583 plus a 17.5% contingency for change orders to be approved by the Executive Director **ACTION p. 65**

B. Presentation by CARB Board Member Davina Hurt on future regulations affecting the Shoreway Facility **p. 69**

**8. Public Education Outreach and Legislation**

A. Resolution Approving the 2024-2026 Public Education and Recycling Technical Assistance Plan **ACTION p. 73**

B. 2023 Legislative Session Recap **p. 99**

**9. Informational Items Only (no action required)**

A. Update on the Status of SB 1383 Implementation and Compliance **p. 123**

B. Details of Sponsorships and Donations Line Item in the RethinkWaste Budget **p. 125**

C. 2022 Finance and Rate Setting Calendar **p. 127**

D. Check Register Detail for September 2023 **p. 131**

E. 2024 Meeting Planning Guide **p. 135**

**10. Board Member Comments**

Next Meeting January 25, 2024 at the San Mateo County Transit District Office

**11. Adjourn**

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