



A Public Agency

SBWMA BOARD OF DIRECTORS MEETING

THURSDAY, January 25, 2024 at 2:00 p.m.

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

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 respectfully 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/84385789355?pwd=NzVYeVBnc0E5dVlKUnhBdlU5dGFwZz09>

Meeting ID: 843 8578 9355

Passcode: 518231

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. 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.*

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

January 18, 2024

- 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 November 16 2023, Board of Directors Meeting **ACTION p. 13**
 - B. Resolution Approving the Audited Financial Statements for the period ending December 31, 2022 **ACTION p. 19**
 - C. Resolution Approving the SBWMA Investment Policy for 2024 **ACTION p. 59**
 - D. Resolution Authorizing the Executive Director to Execute a Contract with Jask Printing for Printing and Mailing Services in 2024 not to exceed \$188,900, which includes a 10% contingency **ACTION p. 75**
 - E. Approval of Quarterly Investment Report for the Quarter Ended September 30, 2023 **ACTION p. 79**
- 5. Administration and Finance**
- A. Election of RethinkWaste Chair and Vice Chair for 2024 **ACTION p. 87**
 - B. Resolution Approving Contract for the SBWMA Administration Office Tenant Improvement Project with Foundry Construction, Inc with a Not to Exceed (NTE) Amount of \$1,654,500 and Establishing a 10% Project Contingency Fund for Change Orders to be Approved by the Executive Director **ACTION p. 89**
- 6. Collection and Recycling Program Support and Compliance**
 No Items
- 7. Shoreway Operations and Contract Management**
- A. Facility Operations Update: One Month Operations Update by Staff/SBI p. 103
- 8. Public Education Outreach and Legislation**
- A. 2023 Public and Environmental Education Annual Program Recap p. 111
- 9. Informational Items Only (no action required)**
- A. Senate Bill (SB) 1383 Program Implementation Update p. 129
 - B. 2024 Legislative and Regulatory Update p. 155
 - C. 2024 Finance and Rate Setting Calendar p. 167
 - D. Check Register Detail for October – December 2023 p. 169
 - E. 2024 Meeting Planning Guide p. 196
- 10. Board Member Comments**
 Next Meeting February 22, 2024 2:00PM at the San Mateo County Transit District Office
- 11. Adjourn to Closed Session**
- A. Pursuant to Government Code Section 54957-Public Employee Performance Evaluation-Executive Director
 - B. Pursuant to Government Code Section 54957.6-Conference With Labor Negotiator-Agency Designated Representative: Jean B. Savaree; Unrepresented Employee: Executive Director
- 12. Adjourn**

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