



A Public Agency

EXECUTIVE DIRECTOR'S REPORT

STAFF REPORT

To: RethinkWaste Board Members
From: Joe La Mariana, Executive Director
Date: June 27, 2024 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. Administration & Finance:

- a. **RethinkWaste's New Administrative Office: 1245 San Carlos Avenue, Suite E--Project Update**
The new office build out continues on a timely basis thanks to our excellent project partners— Foundry Construction (Oakland); Gefland Partners Architects (SF); Project Management by Common Goal Consulting (San Mateo); and, of course, the City of San Carlos' Planning and Building Department. Cabinetry and fixtures will be disassembled from our current admin offices, moved and reinstalled in the new space beginning on July 15th. We will be completely out of the current office space by 8/31 per the expiration of our current lease. Our IT server and support tech will be moved and installed at the new office over Labor Day weekend. Please note: To accommodate final construction access, it may be necessary for Staff to work from home during the first few weeks of September. Fortunately, we've got plenty of shelter in place experience.

See Attachment A for the most recent office build-out project photos.
- b. **Staffing Update**
On June 24th we will welcome our new Administrative Associate II Dolores Molina-Bucio. Dolores has spent the last several years working on a broad variety of administrative and secretarial functions at a humanitarian services non-profit in San Francisco called Leah's Pantry.
- c. **Property Insurance Solicitation for 2024/25**
During the past few years, RethinkWaste's Finance Committee and Sr. Finance Manager, John Mangini, have tirelessly identified, researched and evaluated many options to stop the unfavorable escalation of insurance policy premiums. During today's agenda item 5A discussion (and action), John will describe a significant step in the right direction. If approved by the Board, the proposed new policy provided by Omnis Risk will represent an annual savings of over \$400k (or over 13%) compared to our current policy. Omnis Risk provides insurance coverage for our new facility operator, South Bayside Industries (SBI), at a number of their other local solid waste facilities. Other favorable benefits of this new policy are outlined in agenda item 5A.

Many thanks to our dedicated Finance Committee members (Board members Michael Brownrigg (Burlingame), Al Royse (Hillsborough) and Jon Froomin (Foster City); Staff members Rebecca Mendenhall (San Carlos) and Grace Casteneda (Belmont); RethinkWaste's Sr. Finance Manager, John Mangini; the Omnis Risk team and SBI. Well done folks!

d. **Taxpayer Protection and Government Accountability Act**

The California Supreme Court on June 20 made a unanimous decision that the Act was invalid because it attempted to revise the California Constitution and as such it will no longer appear on the November 2024 ballot. This Act has been tracked by the agency's lobbyists and discussed in the past few months at the Legislative Committee and would have had significant impacts on our Member Agency's rate setting process.

2. **Committee Updates:**

a. **Finance Committee Meeting** (June 11)

The Finance Committee met to provide input for the 2025-2034 Long Range Plan. The committee also discussed and offered input on the draft Mid-Year 2024 Budget and Capital Improvement Plan.

b. **Legislative Committee** (June 4)

The Legislative Committee met to discuss and approve canceling the next scheduled meeting in August and move the September meeting back one week. The committee also received and discussed legislative, regulatory and policy updates from the agency's lobbyists, EEC.

c. **Pub Ed/Outreach Committee** (June 17)

The Committee met to discuss the 2025-2034 Long Range Plan, metrics for the 2024-2026 Public Education & Technical Assistance Plan, RethinkWaste branding, and other outreach initiatives. Staff also received guidance on environmental education in schools, and the committee received an update from Recology about SB 1383 route reviews.

d. **Technical Advisory Committee** (next meeting August 8)

e. **Zero Waste Committee** (next meeting July 25)

3. **Collection and Recycling Program Support and Compliance:**

a. **SB 1383 Update**

Enforcement for SB 1383 started on January 1, 2024, meaning jurisdictions must issue a Notice of Violation (NOV) requiring compliance within 60 days. Staff is currently working with Recology and Member Agencies to send NOV letters to multi-family complexes and commercial customers that do not currently subscribe to compost services. The first round of 184 NOV letters was mailed on June 13 on behalf of the Cities of Burlingame and San Carlos. Another round of letters will be sent out in July and August.

On behalf of RethinkWaste, Recology began required SB 1383 Route Reviews in June for the commercial sector. RethinkWaste sent Member Agencies template language to inform the public prior to route reviews beginning. Staff met with Recology to check-in on progress and Recology reported no issues. They will be completing the commercial sector by end of July and starting route reviews for

the residential sector in August. More information about SB 1383 implementation can be found in agenda item 9C.

b. Community Outreach and Environmental Education

i. Outreach Updates

In celebration of Earth Day, staff hosted its 13th annual Earth Day celebration at the Shoreway Environmental Center on April 27. With facility tours, local vendors/community partners, a painting activity, plant swap, and Trash to Art Contest Recognition, the event saw nearly 200 community members as well as some RethinkWaste Board and TAC members. The event was a great success!



Staff participated in Member Agency-hosted events throughout Earth Month and also presented to two multi-family complexes about proper sorting and even conducted a virtual tour of the Shoreway facility in the following months. Residents even brought items to receive proper sorting tips from staff!

Staff tabled at the San Mateo County Mosquito and Vector Control District Open House on June 15 where we had the opportunity to relay a gamut of information about waste reduction, our programs, and much more. The event was well attended by San Mateo County residents, with staff engaging with 145 attendees. For the coming months, staff is coordinating with the North Fair Oaks Library to co-host a swap for children's items on July 22 and with Foster City Library to co-host a plant swap on July 28.



In early June, single-family service guides were mailed out and will continue through early August reaching nearly 93,000 residents. Staff is coordinating the mailing for multi-family service guides in the Fall.

ii. In-Schools Program Update

The Environmental Education (EE) Team has had a busy spring working with students and schools. In mid-April, the team helped implement lunchtime recycling at North Shoreview Elementary (San Mateo) to complete the three-bin collection system. The EE team participated in Skyline College's Career Mock Interview sessions to support students at Sequoia High School (Redwood City) prepare for jobs after high school. In late May, the EE Team collaborated with Recology San Mateo County to lead a green team training at Ralston Middle School (Belmont).

On April 30, I spoke on a panel of industry experts during the Climate-Ready Schools Symposium held by the San Mateo County Office of Education. School leaders from across the County attended the conference to learn about practices to improve environmental literacy, address legislative requirements, and promote sustainable operations and facilities. In the same vein, two EE Fellows attended the Association of Outdoor and Environmental Education Conference in Irvine, California in early May. They were able to connect with other California environmental educators and learn new skills on the most effective ways to engage students.



To round out the end of the school year, RethinkWaste hosted the 2nd annual Green Teams Celebration at Beresford Elementary (San Mateo). The event celebrated students from across the service area and wider San Mateo County who take part in helping their schools and communities reduce waste and better the environment. The RethinkWaste coordinated event was a wonderful success with 94



participants! Green team members from Fiesta Gardens International (San Mateo), College Park Elementary (San Mateo), and Green Hills Elementary (Millbrae) presented about their campus initiatives, duties, motivations and favorite parts of being on the green team. In addition to the green team presentations, attendees enjoyed activities including painting pots and planting, Waste Bingo with prizes, pizza and snow cones. Representatives from Recology San Mateo County and Recology San Bruno also joined with materials and information to share. We are so proud of all the students and educators who actively and passionately contribute to meaningful waste and environmental efforts on their campuses!

iii. Shoreway Tours Program

Over the past two months, RethinkWaste staff hosted tours for student groups coming from San Bruno, Half Moon Bay, San Mateo, and Menlo Park in addition to regular monthly in-person and virtual public tours. The team partnered with the San Mateo County Sustainability Department to lead two tours for Allen School (San Bruno) and Half Moon Bay High (Half Moon Bay), who were participating in the County's educational program that provides field trips for classes to see multiple environmentally focused facilities and parks.

In April, new SBI safety requirements were implemented for individuals visiting the facilities. All tour guests must now wear hard hats and safety goggles inside the



New hard hats for tour guests.

Transfer Station and Materials Recovery Facility. To comply, new equipment was purchased, and tour procedures were developed.

4. Shoreway Operations and Capital Projects

At the end of SBR's contract term, the company saved money by not maintaining or replacing worn parts and equipment thus resulting in many deferred maintenance projects. In addition to a Screen System refurbishment project, SBI and RethinkWaste Staff have identified and are completing many site, building and equipment projects that are needing repair and replacement. More information will be provided at a future Board meeting.

5. Contractor Updates:

a. Recology San Mateo County (Recology)

Recology's Waste Zero team continues to engage in strong SB 1383 compliance (mandatory organics recycling) outreach activities to our 11,000 commercial and multi-family property customers. This program has now shifted into an important new phase of compliance, as required by law. Non-compliance will now directly result in escalating fines.

GM John Zirelli recently advised staff that Recology's Corporate Fleet Planners have secured a hydrogen-fuel test collection vehicle which will be deployed on a pilot basis in the RethinkWaste service area in late July. This pilot vehicle represents an important step as we evaluate options to transition to mandated ZEV fleets of the future. John has been invited to share the productivity results from this pilot available for discussion at the July 25th Zero Waste Committee meeting.

b. South Bayside Industries (SBI) operations

SBI Management continues to work in close collaboration with Staff in the assessment of current equipment and in the evaluation and planning of future equipment. More to follow this fall.

In the meantime, SBI continues to build their optimum productivity systems and build rapport with their staff and newly formed management team.

Respectfully submitted,



Joe La Mariana
Executive Director

Attachments:

Attachment A – Progress Photos of RethinkWaste's New Administrative Office

Attachment A – Progress Photos of RethinkWaste’s New Administrative Office



1st floor lobby looking into main conference room (right) and 2nd floor at top left



1st floor Inside main conference room



1st floor main hallway view from front door with three hard offices on the right



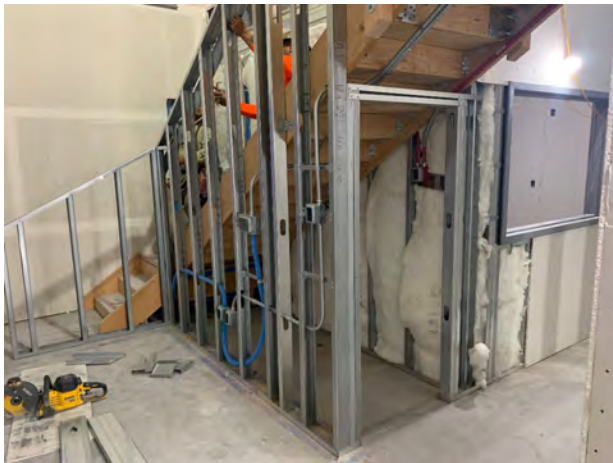
1st floor main hallway view from back with three hard offices on the left



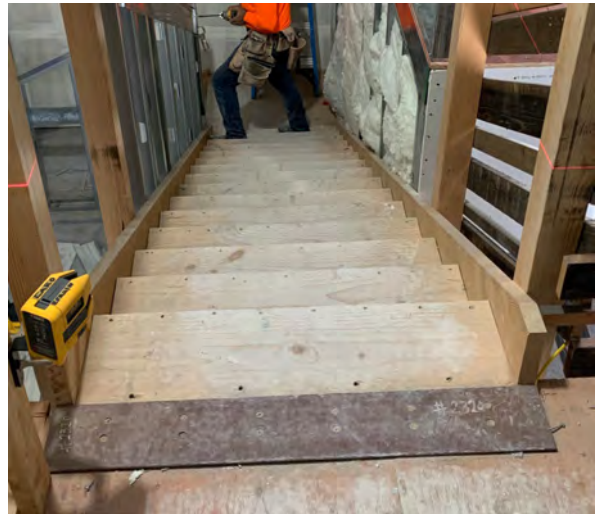
Bathroom space



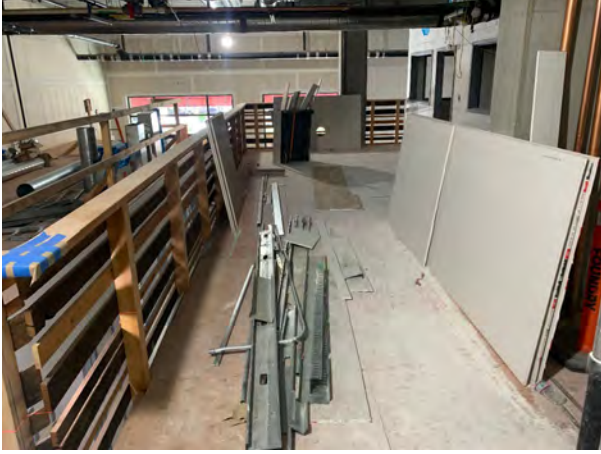
Bathroom stall



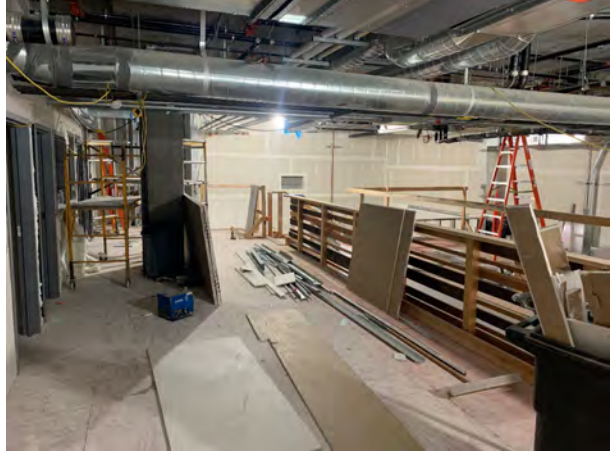
Under stairs storage space



Stairs going down from 2nd floor



2nd floor view from stairs



2nd floor view with private offices on the left