

MINUTES
RETHINKWASTE
SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY
MEETING OF THE BOARD OF DIRECTORS
 November 21, 2024– 2:00 p.m.
 RethinkWaste Administrative Offices
 1245 San Carlos, Ave. Suite E San Carlos, CA 94070

Call to Order: 2:00 PM

1. Call to Order/Roll Call

Agency	Present	Absent	Agency	Present	Absent
Belmont	X		Redwood City	X	
Burlingame	X		San Carlos	X	
East Palo Alto	X		San Mateo	X	
Foster City	X		County of San Mateo		X
Hillsborough	X		West Bay Sanitary District	X	
Menlo Park	X				

George Otte Attended as an alternate Board Member for West Bay Sanitary District

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.**

None

3. Executive Director's Report

Executive Director La Mariana thanked the Board for their support of the new administrative office space and made the following announcements.

- On December 3 there will be a Legislative Committee meeting, and there will be a vacancy on that committee in 2025.
- At the January Board meeting there will be elections for the 2025 Board Chair and Vice Chair as well as a study session on planning for Zero Emission Vehicles.
- The Board meeting will be in March and the site long term forecasting will be a large part of that discussion.
- February 13th and 26th will be a newly elected official orientation not only for the new board members, but also for any new elected members in our service area.
- A letter has been sent to County Manager Mike Callagy formalizing the Agency's interest in gaining

access to a long-term lease of 3-4 acres of County land at the airport.

- The Fike Water Cannon has been installed at the MRF and we are awaiting for Fire Marshall sign off. He noted that staff may be coming to the Board after a sufficient testing period in the MRF to do the same system in the transfer station.
- There was a meeting on Monday to hold a public hearing at the County to expand the Shoreway operations to 24 hours. There were no protests at the hearing.
- During January there will be tree recycling available curbside, that means there will be no Bulky Item Collections available in January as the same crews will be collecting trees.
- He will be attending the Member Agency’s council meetings during December for their reorganization meetings.
- The Recology administration team will be working from home as the floor is repaired in their offices at 225 Shoreway. This work is provided at no charge due to faulty installation.
- He gave thanks and recognition to Board Members Alicia Aguirre (Redwood City), Al Roysse (Hillsborough) and Jon Froomin (Foster City) for their extraordinary service to the Agency.

Chair Rak thanked the three retiring board members and presented them with gifts of thanks.

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 24, 2024 Board of Directors Meeting
- B. Approval of the 2025 RethinkWaste Board of Directors and Brown Act Committee Meeting Calendars
- C. Approval of Quarterly Investment Report for the Quarter Ended June 30, 2024

Motion/Second: Froomin/Romero

Voice Vote: All in favor 10-0-0-1

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
Belmont	X				Redwood City	X			
Burlingame	X				San Carlos	X			
East Palo Alto	X				San Mateo	X			
Foster City	X				County of San Mateo				X
Hillsborough	X				West Bay Sanitary Dist.	X			
Menlo Park	X								

5. Administration and Finance

- A. Resolution Approving a 7th Amendment to the Executive Director’s Employment Agreement

Counsel Savaree noted that the Board completed a performance evaluation for the Executive Director, and this was an amendment to the contract to increase the salary by 3%.

Motion/Second: Roysse/Brownrigg

Voice Vote: All in favor 10-0-0-1

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
Belmont	X				Redwood City	X			
Burlingame	X				San Carlos	X			
East Palo Alto	X				San Mateo	X			
Foster City	X				County of San Mateo				X
Hillsborough	X				West Bay Sanitary Dist.	X			
Menlo Park	X								

B. Resolution Approving the RethinkWaste 2025-2034 Long Range Plan

Staff Nghiem presented the final RethinkWaste 2025-2034 Long Range Plan, and gave a review of the timeline, the new proposed mission statement, vision statement, guiding principles and goals.

Member Aguirre noted that the guiding principles were good but there were a lot of them, they feel like goals, but they are hard to measure, so look at it again to make sure the guiding principles are not goals.

Staff Nghiem noted that if the guiding principles were renamed goals they would need to be measured, a principle is more of a motivation or standard.

Member Aguirre asked what other organizations call something similar.

Staff Nghiem answered that it's generally called values.

Member Royse commented that he thought principles are the lens to look through when making decisions and looking at it that way he thought these were principles.

Member Loraine thought the guiding principles were a detailed explanation of ways to pursue the mission.

The Board decided to leave the guiding principles as is, but Member Royse suggested that in an appendix the term guiding principles is defined.

The Board then discussed the Goals section of the Long Range Plan.

Member Loraine recalled that legislative advocacy goals were a part of each of the goals but noted that it's only called out in the subtext of goal A, but not mentioned in the other sections' goals.

Staff Joanne noted that in the other sections it's listed by the specific bill number.

Member Loraine suggested adding a guiding principle relating to advocacy so that it's overarching to all the work.

The board recommended removing the zero waste principle because it's our vision, and therefore repetitive and replace with advocacy.

Vice Chair Brownrigg asked how the Agency plans to use this document as a tool.

Executive Director La Mariana noted that there would be deep dive check-ins in year 3 and 6, and then an annual check in at the retreat each year.

The Board acknowledged Staff Nghiem for her work in creating this document.

Member Aguirre made a motion to approve the Long Range Plan with the changes discussed.

Motion/Second: Aguirre/Froomin

Voice Vote: All in favor 10-0-0-1

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
Belmont	X				Redwood City	X			

Burlingame	X				San Carlos	X			
East Palo Alto	X				San Mateo	X			
Foster City	X				County of San Mateo				X
Hillsborough	X				West Bay Sanitary Dist.	X			
Menlo Park	X								

C. Resolution Approving the FY2025 Operating Budget and Capital Improvement Plan

Staff Mangini gave a PowerPoint presentation on the final version of the 2025 budget and highlighting the few changes since the October study session.

Member Royse commented not related to the passing of the budget but asked staff not to lose site of the fact that there was a request to the Finance Committee or a special committee to address a comprehensive approach and analytics for replenishing reserves.

Member Romero suggested having a consultant take a comprehensive approach and develop a schedule to replenish the reserves.

Chair Rak suggested a Finance Committee meeting before the two members rotate off so the board can take action early next year.

Member Loraine suggested integrating the discussion regarding capital planning into this planning.

Chair Rak suggested having a January agenda item to approve funds for a consultant and replenish the vacant Finance Committee members.

Member Brownrigg suggested that staff do a bit more work to get to a clear scope of work for a consultant before the consultant is hired.

Member Froomin suggested reaching out to the Member Agencies Finance Directors to get best practices.

The Finance Committee decided to attempt a meeting between December 3rd through 5th, to discuss this topic and scope and give direction staff on a path forward.

Motion/Second: Royse Loraine

Voice Vote: All in favor 10-0-0-1

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
Belmont	X				Redwood City	X			
Burlingame	X				San Carlos	X			
East Palo Alto	X				San Mateo	X			
Foster City	X				County of San Mateo				X
Hillsborough	X				West Bay Sanitary Dist.	X			
Menlo Park	X								

D. Report From Board Subcommittee Regarding San Carlos Host Fee and Request to Appoint New Members To The Subcommittee

Vice Chair Brownrigg gave background information on why this issue has been brought to the board, and the history of how the host fee is determined. He noted that over the last 10 years, the gate fees have doubled, but the volume has only grown by 11%, but because the host fee is determined based on total revenue, the gate fees have also doubled, which doesn't feel commensurate with the impacts to the city. So, the first

question before the board today, is whether the Board is comfortable asking San Carlos to renegotiate the host fee. He noted that just asking for San Carlos to reduce the host fee is not likely to be successful. So, the committee determined an alternative solution could be a fixed fee based on volume per city similar to a membership fee that would then reduce gate fees and thereby reduce the host fee. The second question before the board is would the board like to renew the committee and give them time to determine the methodology for this fee-based system that would reduce the host fee. And then the direction to negotiate with San Carlos before going down the path of the alternate fee structure.

Member Froomin commented as a member of committee that the alternative is just that an alternative, the goal would be to sit down with the city and renegotiate based on the most recent 34% increase this is the right time.

Member Royse commented as a member of the committee that he is more concerned about the increases in the next 3-7 years not being commensurate with the impact on the city.

Member Nash asked what the length of the contract is, and how long is the commitment to have a facility at that site.

Counsel Savaree answered that the JPA owns the land and the host fee was imposed as part of a conditional use permit and is an evergreen contract.

Member Aguirre commented that she'd like to see this continue to move forward.

Chair Rak asked staff and committee members to think through a minimum, and the intangible impacts on the residents of San Carlos.

Member Froomin commented that the committee never discussed a drastic reduction but wanted to focus on the escalation clause going forward.

Member Loraine asked what the next steps would be, and how would the subcommittee continue to work on this. He also volunteered to be on the committee.

Member Brownrigg answered that staff would flesh out the plan for alternative billing, and the committee would meet one more time to review that plan before it came to the board. Then the board would approve presenting the alternate billing plan as an option to San Carlos to see how those talks go.

Members Romero and Loraine will join Vice Chair Brownrigg on the committee and continue this work and will direct staff to develop an alternative fee schedule framework, and give authority to the committee to meet with San Carlos.

Motion/Second: McCune/Froomin

Voice Vote: 9-0-1-1

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
Belmont	X				Redwood City	X			
Burlingame	X				San Carlos			X	
East Palo Alto	X				San Mateo	X			
Foster City	X				County of San Mateo				X
Hillsborough	X				West Bay Sanitary Dist.	X			
Menlo Park	X								

6. Collection and Recycling Program Support and Compliance

No Items

7. Shoreway Operations and Contract Management

No Items

8. Public Education, Outreach and Legislation

- A. 2024 Legislative Session Recap and Resolution Approving a 2-Year Contract with Environmental and Energy Consulting (EEC) for a not to exceed amount of \$156,000 for Legislative Policy Advocate Consulting

Staff Au introduced the item and introduced Reed Addis of EEC who gave a presentation on the 2024 Legislative and Regulatory work of the Agency, and she noted that the second part of this item is approval of a new contract with EEC for 2025-2026.

Member Royse asked the Agency include the disposal of solar panels and the disposal of plastic in the ocean as priorities.

Staff Au noted that the legislative platform for 2025 will be discussed at the December Legislative Committee meeting and brought to the Board for approval early next year.

Vice Chair Brownrigg commented that in the Long Range Plan approved today, there is a goal to eliminate plastics from landfill, and he didn't see it explicitly called out in the presentation.

Staff Au answered that the top priority on the draft that will be reviewed by the committee next month is plastics reduction, but we can add any specific plastic to the board's discretion.

Members of the Legislative Committee commented that EEC has been a good partner, consultant the lobbyist and recommended moving forward with the contract.

Motion/Second: Royse/Lorraine

Voice Vote: 10-0-0-1

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
Belmont	X				Redwood City	X			
Burlingame	X				San Carlos	X			
East Palo Alto	X				San Mateo	X			
Foster City	X				County of San Mateo				X
Hillsborough	X				West Bay Sanitary Dist.	X			
Menlo Park	X								

9. Informational Items Only (no action required)

- A. Analysis on Increasing Rates to Fund Reserves Follow up from Previous Board Meetings
- B. Update on SB 1383 Compliance Program on behalf of RethinkWaste Member Agencies
- C. 2024-2025 Finance and Rate Setting Calendar
- D. Check Register Detail for September and October 2024
- E. 2024-2025 Meeting Planning Guide

10. Board Member Comments

Member Froomin complimented staff for the A/V quality in the office space, this was his first meeting in the new location.

11. Adjourn 3:55PM