



A Public Agency

## RETHINKWASTE BOARD OF DIRECTORS MEETING

THURSDAY, MARCH 26, 2026 at 2:00 p.m.

**Location:**  
**RethinkWaste**  
**Administrative Offices**  
**1245 San Carlos Ave. Suite E**  
**San Carlos, CA 94070**

**Alternate Location:**  
**City of Menlo Park Allied Arts**  
**Conference Room**  
**701 Laurel Street**  
**Menlo Park, CA 94025**

Teleconference Location:  
Board Member Chris Sturken  
5555 W Las Positas Blvd  
Pleasanton, CA 94588

Teleconference Location:  
Board Member Michael Brownrigg  
38801 Los Corralitos Road  
Temecula, CA 92592

Teleconference Location:  
Board Member Webster Lincoln  
520 North Capitol Street NW  
Washington, DC 20001

**Board members are required to attend in person unless remote participation is permitted by law.**

The public may observe/participate in Board meetings using remote public comment options or attending in person.

### 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/88569257944?pwd=sKJndBYxKuv40dc7DJjvxx8wJ69v4f.1>

**Meeting ID: 885 6925 7944**

**Passcode: 273997**

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 “live” 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

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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

March 23, 2026

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](mailto:rethinker@rethinkwaste.org).**

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 February 26, 2026 Board of Directors Meeting ACTION p. 11
  - B. Resolution Approving California Legislative Bill Positions for 2026 and 2026 Legislative Session Update ACTION p. 23
  - C. Resolution Approving a Contract with BNO Builders Inc. for a not to exceed amount of \$397,999 for the Concrete Pad and Side Yard Development Project ACTION p. 35
  - D. Resolution Approving the Quarterly Investment Report for the quarter ending December 31, 2025 ACTION p. 47
  - E. Resolutions Authorizing a Change in Address for Additional Physical Location for Board Meetings ACTION p. 53
5. **Administration and Finance**
  - A. Resolution Approving the Feasibility Study of the Second Floor Office Space Expansion and Approval of Plans and Specifications to release an RFP for Architectural Services for the Second Floor Office Expansion Project ACTION p. 59
6. **Collection and Recycling Program Support and Compliance**
  - A. Resolution Approving a 5-Year Contract with Ascent Environmental, Inc. in an amount not to exceed \$248,308.96 for Preparation of Electronic Annual Reports for Nine RethinkWaste Jurisdictions ACTION p. 71
7. **Shoreway Operations and Contract Management**
  - A. Resolution Authorizing an additional \$180,000 to the Outdoor Education Center Capital Budget in 2026 ACTION p. 93
8. **Public Education, Outreach and Legislation**

NO ITEMS
9. **Informational Items Only (no action required)**
  - A. Update on SB 1383 Compliance Program on behalf of RethinkWaste Member Agencies p. 101
  - B. Update on RethinkWaste's Public Education and Outreach Programs p. 103
  - C. 2026 Finance and Rate Setting Calendar p. 107
  - D. Check Register Detail for February 2026 p. 111
  - E. 2026 Meeting Planning Guide p. 113
10. **Board Member Comments**

Next Board Meeting Thursday, April 23, 2026
11. **Adjourn to Closed Session**
  - A. Pursuant to Government Code Section 54957.6-Public Employee Compensation Review Conference With Labor Negotiator-Agency Designated Representative: Jean B. Savaree; Jordan Lane, and Joe La Mariana Unrepresented Employees: RethinkWaste Administrative Staff
12. **Adjourn**

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**MEMBER AGENCIES**

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\* SAN CARLOS \* SAN MATEO \* COUNTY OF SAN MATEO \* WEST BAY SANITARY DISTRICT

March 23, 2026



# EXECUTIVE DIRECTOR'S REPORT





## STAFF REPORT

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To: RethinkWaste Board Members  
From: Joe La Mariana, Executive Director  
Date: March 26, 2026 Board of Directors Meeting  
Subject: Executive Director’s Report

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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. Staffing Update

We will bid adieu to two Fellows in early April. Public Outreach Fellow Manpreet Chandok concludes her three-year term with the agency and departs having supported the SB 1383 Program and many other outreach and educational projects and programs. Environmental Education Fellow Meghan Pletsch’s term with RethinkWaste also ends in April and she helped coordinate several Green Team events, as well as helped kick start the project to help schools move to reusables, amongst other projects. Meghan will join Recology San Francisco in their Artist in Residence and Environmental Learning Center Program. We thank Manpreet and Meghan greatly for their contributions to RethinkWaste the past three years. Recruitment to fill these vacancies will begin in April.

### 2. Committee Updates:

a. Finance Committee Meeting (next meeting is April 14)

b. Legislative Committee (March 3)

The Committee met to discuss the status of its co-sponsored bill AB 762 and discuss and take positions on new newly introduced 2026 bills in the California legislature. The Committee agreed to bring positions on bills to the full board, which is in today’s agenda item 4B.

c. Technical Advisory Committee (TAC) (no meeting)

d. Pub Ed/Outreach Committee (March 10)

The committee convened to discuss the timeline for the upcoming 2027-2029 Public Education and Recycling Technical Assistance Plan and discuss the Shoreway Outdoor Education Center outdoor area refresh. Committee members provided insightful feedback about the proposal and many suggestions that will be considered as the project progresses.

e. Master Plan Steering Committee (no meeting)

### **3. Collection and Outreach Program Support and Compliance:**

#### **a. SB 1383 Compliance Update**

In February, staff processed 11 waiver requests and approved all 11, while continuing outreach to residential, commercial, and multi-family generators to support compliance with SB 1383.

SB 1383 enforcement activities resumed with the issuance of Notices of Violation (NOVs) in the City of Burlingame. Staff mailed 104 NOV letters to non-compliant businesses and multi-family complexes that have not yet met SB 1383 requirements.

Staff also participated in a pilot coordination meeting with the City of San Mateo and Hashem Shokair, Director of Recycling Operations at the Circular Action Alliance (CAA), to explore strategies for improving SB 1383 compliance among Member Agency businesses, multi-family complexes, and single-family residents.

On February 26, staff presented to the Menlo Park Environmental Quality Commission (EQC) on the City's progress toward SB 1383 compliance. In attendance were myself, Board Member Jeff Schmidt, along with City staff including TAC alternate Joanna Chen. The presentation was well received, and staff provided an update and addressed several questions from EQC commissioners.

Additional information regarding SB 1383 implementation is included in Agenda Item 10A.

#### **b. Community Outreach and Environmental Education**

Below is a summary of some of the activities conducted by the Public Education and Outreach team since mid-February. Full details of work conducted can be found under agenda item 10B.

##### **i. Earth Day at Shoreway! – Saturday, April 25**

This year we will be hosting our 15th annual Earth Day celebration at the Shoreway Environmental Center on **Saturday, April 25, from 10 a.m. to 1:30 p.m.**

We will be offering opportunities to engage directly with the systems and practices at our facility that advance sustainability throughout our service area. Through educational tours, creative reuse activities, and community exchange, we aim to deepen understanding of resource recovery and responsible waste management while encouraging everyday actions that support a cleaner and healthier planet for all.

We hope to see you there and look forward to connecting with our community as we continue our shared stewardship of the environment. To learn more and register, please visit [RethinkWaste.org/EarthDay2026](https://RethinkWaste.org/EarthDay2026)

ii. **Community Outreach**

RethinkWaste hosted a very successful Puzzle and Board Game Swap at our administrative offices on February 22. 45 people from the RethinkWaste Service Area attended bringing 206 puzzles and board games. We have recirculated 62 of the remaining puzzles and board games to local organizations within our service area including the San Carlos Library, Samaritan House in San Mateo and Roots for Kids in Foster City.



iii. **Shoreway Tours Program**

From mid-February to mid-March, RethinkWaste hosted four tours, including three school tours and one public tour.

iv. **Environmental Education (EE) Team Updates**

The EE Team conducted refresher education at White Oaks Elementary in San Carlos.

4. **Shoreway Facility/Site Updates:**

None

5. **Contractor Updates:**

a. **Recology San Mateo County (Recology)**

Recology is proud to share that our Maintenance Lead Alfredo "Fred" Chavez was just recognized as a 2026 Honorable Mention by the National Waste & Recycling Association (NWRA) for the Technician of the Year Award. This is a new award category honoring mechanical professionals whose expertise, focus on safety, and service excellence contribute to keeping operations running smoothly in the industry. With nearly 30 years in the industry, Fred has played a critical role in maintaining Recology San Mateo County's fleet of approximately 165 collection vehicles, along with the fueling station, maintenance facilities, and administrative offices. Fred is known as the go-to expert for all equipment in our San Mateo County yard. He has earned the trust and admiration of his peers not only for his technical knowledge and strong commitment to safety, but also for his willingness to step in and lend a hand whenever needed.

b. **South Bayside Industries (SBI) operations**

No update provided.

Respectfully submitted,

Joe La Mariana  
Executive Director





# CONSENT CALENDAR





A Public Agency

**DRAFT MINUTES**

RETHINKWASTE  
 SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY  
 MEETING OF THE BOARD OF DIRECTORS  
 February 26, 2026 – 2:00 p.m.  
 1245 San Carlos Ave. Suite E, San Carlos, CA 94070

Call To Order: 2:00 p.m.

1. Roll Call

Agency	Present	Absent	Agency	Present	Absent
Belmont	X		Redwood City		X
Burlingame	X		San Carlos	X	
East Palo Alto	X	X 3:06PM	San Mateo	X	
Foster City	X		County of San Mateo	X	X 3:09PM
Hillsborough	X		West Bay Sanitary District	X	
Menlo Park	X				

Alternate Member Mark Dinan represented East Palo Alto

2. Public Comment

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Written public comments were received and read from Peter Lenhardt of Menlo Park regarding multi-family rates versus single family rates - full written comments are available at Attachment A.

Member Schmidt noted that this resident made similar comments at the Menlo Park City Council meeting, and he was looking for advice on how to respond to residents with these types of complaints.

Executive Director La Mariana noted that the number of units that define multi-family versus single-family dwellings is defined by state law, so no local agency has the authority to change that definition.

Chair Brownrigg noted that each Member Agency sets its own rates with Recology, and staff would reflect on whether there was a universal issue regarding this subject that the full board should discuss.

### 3. Executive Director's Report

Executive Director La Mariana welcomed everyone to the meeting and made the following announcements:

- He thanked and appreciated Board Member Adam Rak for serving as Chair for the last two years.
- The labor negotiations between Recology and Local 350 continue and 2 more sessions are planned for next week. Staff had a meeting with the City Mangers on February 5, and there is no reason to change any direction that was given at the meeting.
- The Zero Emission Pilot project has secured a \$75,000 grant from Peninsula Clean Energy (PCE).
- The outdoor education area at Shoreway is receiving a multiphase update/refresh, the third phase of this project will be considered by the Board and the Pub Ed Committee in March. He reminded the Board that this area of the facility is not being considered for change by the Master Plan study.
- A second project in the Capital projects planned for this year is the second-floor office build out. Portions of the project will be considered for approval by the board this year, this build out project is included in the FY206 Capital Projects list and will create a home base for the engineering team and will serve as a home base for our master planning project management, plans, samples and work files/ records.
- Staff is working on the second phase of the Shoreway facility signage project. New signs continue to be installed, and once permits are approved consideration of new monument signs will be before this board.
- April 25 is the annual Earth Day event at the Shoreway facility between 10 a.m. and 1:30 p.m.
- The trash to art contest is now open, flyers are available for spreading the word in the community.
- He announced that there won't be a formal Board retreat this year because the Master Planning process is just beginning in earnest. Therefore, there will be a process update later in the fall along with a Long-Range Plan update.
- He is working with Chair Brownrigg to have broad discussions on solid waste-related plastics, recycling and landfill at the board level this year, as great foundational knowledge for future decision making.
- He noted Daily Journal report that Redwood City is initiating a \$200M levee improvement project similar to Foster City, which will have favorable implications for our facility, and he would keep the board informed as the project progresses.
- He introduced Karina Hammoud, who is the new Outreach and Communications Program Manager

Member Diaz-Nash asked for digital artwork for the trash to art contest and earth day celebrations to help promote these events.

Chair Brownrigg noted that an informational discussion on the Redwood City levee project would be helpful to the Board, but also noted that informational items will not be included if there is not room on the agenda, but that he finds the informational items helpful to explain to residents why this agency has value.

### 4. Approval of Consent Calendar

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- A. Approval of the Minutes of the January 22, 2026, Board of Directors Meeting
- B. Approval of the Quarterly Investment Report for the quarter ending September 30, 2025
- C. Resolution Authorizing the Transfer of RethinkWaste LAIF Accounts from the City of Redwood City to South Bayside Waste Management Authority (RethinkWaste) as a result of the New Administrative Services Contract

Motion/Second: Speier/Dehn

Roll Call Vote: 10-0-0-1 (7B &7C) 9-0-1-1(7A)

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
Belmont	X				Redwood City				X
Burlingame	X				San Carlos	X		X(7A)	
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. Resolutions Authorizing Remote Meetings for Rethink Waste’s Subcommittees and Designating an Additional Physical Location for Board Meetings**

Counsel Savaree gave an overview of the staff report, which reflected the discussion at the January Board Meeting.

Member Brownrigg noted the ability to attend subcommittee meetings remotely is a huge improvement from his perspective. The resolution needs to have 3 findings for subcommittees to be able to meet remotely:

- The Board considered the circumstances of the subcommittee.
- Teleconference meetings of the subcommittee would enhance public access to the subcommittee’s meetings; and
- Teleconference meetings of the subcommittee would help attract, retain and diversify the subcommittee.

Member Rak asked if subcommittee members need to be in the jurisdiction in order to participate.

Counsel Savaree answered no.

Member Kiesel noted that there was a typo in both resolutions and that the resolution should be modified to change SB 770 to SB 707.

Motion/Second: McCune/Adams

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								

The board then discussed creating a satellite location for Board meetings.

Member Adams asked if this is an alternate location for one meeting only, or if the meeting would be run from two different locations and connected electronically.

Counsel Savaree said yes, the meetings would take place in both locations simultaneously and be connected electronically.

Member Adams asked if there would be instances where everyone would be in the same location.

Chair Brownrigg commented that there might be times when being in one place would be beneficial, and requested staff let members know well in advance of those meetings.

Member Dehn asked if no board members are using the satellite location, is there a cut-off to notify staff.

Counsel Savaree noted that if you designate and always run two locations there is less opportunity for mistakes and confusion, at which point members would not need to let staff know if they are going to be there or not.

Member Schmidt noted that commute.org has been using two locations for a while, so he could connect staff with their staff to discuss logistics.

The board discussed this being an experiment to see how two locations go and see if there is another geographic location that makes more sense.

Member Kiesel asked if there was any ability to change the location.

Counsel Savaree noted that another resolution would need to be adopted with the alternate location.

Motion/Second: Kiesel/Rak

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								

## 6. Collection and Recycling Program Support and Compliance

No Items

## 7. Shoreway Operations and Contract Management

- A. Resolution Authorizing the Issuance of a Request for Proposals for the Shoreway Environmental Center Site Improvement / Phasing / Costing Feasibility and Planning Study

Executive Director La Mariana introduced the item, and introduced Craig Whittom, the Agency's project management consultant on this project.

Craig Whittom gave a presentation on the background of the project, the history of the site, and the issues currently affecting the site, and deliverables for the proposed RFP. He asked for Board feedback on the direction of the project.

Executive Director La Mariana noted regarding the history of the project that all of the member agencies' staff, and the Agency's contracting partners were included in the feedback for the previous study, which he sees as

the first of three phases of the Master Plan of the site, and that staff intends to take a similar approach this time around.

Member McCune added that the 2023 study was too short term, and so he asked staff to go back out and ask for three different alternatives. Alternative 1 being affordable and pragmatic short term improvements plan. Alternative 3 being that the MRF and transfer station don't change but everything else could, which would be a very expensive undertaking, but if that proved to be the best use of the space in the long term, maybe that would be the better option. His goal with this project is to have three distinctly different alternatives to consider.

Chair Brownrigg noted he is hoping for real options that can save rate payers money, and that when the last Master Plan was done in 2006-2007 there was a significant benefit to residents because they were moving to single stream recycling, he wasn't sure he sees the benefit to residents this time, so being able to explain to residents how they'll benefit from the rate increases that result from a Master Plan is going to be important.

Member Diaz Nash noted that the story about why this is important needs to include what would happen if the Agency didn't do this.

Member Speier commented that the Agency needs to be very careful about making improvements where there is only 17 years left at the landfill. Residents are already feeling overtaxed, so reducing costs to rate payers should be the goal.

Member Rak commented that the 2023 plan was unrealistic, so he wanted a plan that was manageable and realistic.

Craig Whittom commented that he would modify the RFP to ask for a range of cost options.

Member Adams asked how acquiring the airport property was considered in the RFP.

Craig Whittom answered that the acquisition of the county land is written to be one of the three options considered in the RFP. It's also written broadly that the consultant would look at offsite options as well.

Member Speier asked for more information on the county property.

Executive Director La Mariana noted that San Mateo County owns the unimproved property which currently serves as the FAA designated emergency landing area for the San Carlos airport. The agency has always wanted to acquire a small portion of the property to expand the site, but he's never been in a place to determine what the actual ask would be. So this visioning study will help to determine that.

Member Brownrigg thought it would be prudent to continue the conversations about acquiring the land before the study was completed.

Member Speier noted that she would talk to County Executive Mike Calagy about the parcel.

Member Schmidt asked when the time would be to start talking about donations for the environmental education center portion of the master plan, and if that was still under consideration or if everything in this plan would be part of the Agency's capital improvement plan.

Executive Director La Mariana noted anything that can be done to reduce the burden on rate payers is a good thing but having a better understanding of what the educational center piece will look like, before starting to ask for funding would be prudent. He also noted that so much of this discussion and what the Agency does in general that is driven by operations mandated by law, but the environmental education center is one area that this board can really define what that looks like and how important it is to our community, and could be a leading part of the public outreach on this project. He also added that the Ox Mountain landfill closure in approximately 17 years, and the parking constraints are going to be critical factors in any site development decisions. This facility is the only currently active landfill in our County.

Member Kiesel asked if the transportation of solid waste to a further location would change anything at the Shoreway site.

Chair Brownrigg noted that if materials are being transported farther away more big rig trucks will be needed on site, and that space requirement affects this plan.

The Board asked Craig Whittom to move the landfill closure to the top of list of considerations to study.

East Palo Alto is now absent.

Member Adams noted that the best part of the education programs is seeing the actual processing, so she wanted to make sure that the education center didn't lose sight of that.

The County is now absent.

Motion/Second: McCune/Kiesel

Voice Vote: 8-0-0-3

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 Authorizing the addition of Shoreway Environmental Center Solar Power Expansion and Battery Storage Project to the Capital Improvement Projects planned in 2026.**

Sean Rose of Sean Rose Engineering presented this item and noted that with approval it would add a project to the 2026-2023 Capital Improvement Plan (CIP), to expand solar to the two Recology maintenance buildings, and possible ground locations at the facility as well as battery storage. Staff has reached out to PCE and Luminace and both have expressed interest in providing solar to the facility through a purchase power agreement (PPA). Should this get approved, staff will begin soliciting proposals for a PPA agreement with PCE or Luminace with the intent to coordinate this effort with the master plan process, but construction could begin in 2027.

Chair Brownrigg asked for clarification on the battery storage part of the project.

Sean Rose answered at this phase it's just feasibility, but because of the recent change in the way PG&E is charging for power both PCE and Luminace are seeing more and more battery storage projects be part of solar PPA agreements. Staff will come back to the board with a decision to design, procure and install the solar project in the future and battery storage may or may not be recommended with that project.

Chair Brownrigg noted that he was concerned about the safety of lithium-ion battery storage on site. He also noted that if batteries are meant to support mission critical work, they won't have enough power to support both the building and the electric vehicles, and he looked forward to a more in-depth analysis of battery storage in the future.

Motion/Second: Adams/McCune  
 Voice Vote: 8-0-0-3

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. Update Report from SBI on Commodity Marketing Revenue Process and Results

Staff Gans gave an overview of the staff report, noting that it outlines context to the current pricing SBI is obtaining for the materials that are being marketed.

Chair Brownrigg recalled that there was concern about getting the best pricing results by going with only one marketing vendor, and he asked if the conclusion is that results are good.

Staff Gans answered yes, there is a chart in the staff report that compares the pricing SBI received from June to September 2025 to the industry index which shows that the prices SBI getting for the two largest commodities which are mixed paper and cardboard is slightly better than the index.

Executive Director La Mariana noted that the board's approval of this action last year was temporary, however, the contract language with SBI includes having multiple vendors for marketing commodities, so at some point the language in the contract needs to align with the practice.

Chair Brownrigg summarized that the contract drafters assumed that multiple vendors would yield better results, and after a year of just one vendor the results are fine and asked how the Board feels about authorizing a change in contract language.

Member Rak suggested revisiting this again in another year and possibly changing the contract with another year of data.

Staff Gans noted that the commodity pricing is tracked in SBI's monthly report, and he can continue to call it out.

Chair Brownrigg commented that he didn't really need to know the numbers just that the prices are at or above market index and suggested bringing it back to the board each year and possibly change the contract language.

#### D. Report on Transfer Station Tip Floor Assessment Project

Staff Nghiem gave a presentation and asked for the Board's feedback on the pros and cons of full floor resurfacing project versus the phased approach of patching the floor that has been the current practice every few years. She noted that a full floor resurfacing effort would be a large project, much more expensive, and large amount of work for SBI, but it would yield 7-10 years before a patch repair would be needed.

Member Kiesel asked if the floor loses integrity over time.

Staff Nghiem noted that over time the steel does become exposed, but we have no evidence that the steel reinforcement has been damaged. She added that x-raying of the steel was not included in the scope of the project, the request was to analyze the floor surface, but it is noted in the report that x-raying the structural integrity of the floor could be considered.

Member McCune noted that measurement of flatness is not a measure of condition, he wanted the report to say where the floor was close to the rebar.

Staff Nghiem noted that the report tells us the elevation difference now from when it was designed, from there staff can extrapolate that the lowest elevation areas are getting close to exposing the rebar.

Chair Brownrigg noted that the report states that it's going to cost \$2.5-\$3M to do the recommended repairs, but then in 3-5 years need to spend another \$5-\$6M to cover the whole floor, so it was simple math to him to do the whole floor sooner, and staff needs to figure out how to pay for it, and come back to the board with either the money is available or it's not.

Executive Director La Mariana noted that the intent was to take the direction that comes from today's discussion and apply those costs to the 2027 budget.

Vice Chair Dehn asked if it was eligible for the green bond fund, and she asked if the pit edge repair project was part of this or had already been completed.

Executive Director La Mariana answered that the work was completed, but it was just identified that some substandard materials were used so staff is working to identify the options to remedy the situation.

Member Adams asked for the cost of including x-rays of the floor in the next report.

#### E. Report on project status for the MRF Phase II Equipment Upgrade Project

Staff Gans gave a brief update on the status of the RFP noting that it started in 2025 and now there are some different board members. He noted that three bids were received, and they are in the technical analysis phase of the evaluation, and that a contract decision for the project would be presented at the March board meeting. He offered to give tours of the facility to any new board members ahead of approval of the contract next month.

**8. Public Education, Outreach and Legislation**

No Items

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

- A. 2026 Legislative Session Updates
- B. Update on SB 1383 Compliance Program on behalf of RethinkWaste Member Agencies
- C. Update on RethinkWaste's Public Education and Outreach Programs
- D. 2026 Finance and Rate Setting Calenda
- E. Check Register Detail for December 2025 and January 2026
- F. 2026 Meeting Planning Guide

**10. Board Member Comments**

**11. Adjourn 3:57 p.m.**

**Attachments:**

Attachment A – Written public comments

Good evening!

My name is Peter Lenhardt and I'm a 25-year resident of Menlo Park. I live in an apartment building that has a kind landlord and I have had a solid waste account for the time I've lived here.

I'd like to speak to you today about the disparity/inequity between single-family service rates vs. multi-family service rates. There is a nearly threefold difference in pricing for the same levels of service and bin volumes.

I was happy to see that the new rate increase recommendations no longer place the bulk of the increases on multi-family units, and I would very much like to thank the Study Group for that bit of fair-minded thinking. However, this does not address the nearly 3x rate differential for the exact same level of service.

I would like the Board to also consider two additional items that differentiate the two housing classifications. Enacting these changes would bring parity to the treatment of all residents.

First, I would like to ask that the council recommend eliminating or modifying the requirement that multi-family classification begin at 5 units or more. The inequity here is in the amount of waste produced vs. the amount paid. A building with 6 units often produces less waste, recycling, and compost, than a family of four. We should mandate rates that encourage *less waste*, and the current structure encourages single-family residences to be liberal with their waste output, all while charging multi-family residences nearly THREE times as much.

Second, I would like to ask that the council recommend eliminating or modifying the maximum waste bin volumes that are required of commercial residences. Currently, the largest standard residential trash bin is required,

and I believe this extends to the largest recycling and, possibly, compost bins. Clearly, this is a problem. Single-family residences have a choice in the size of bins that they use and pay for. Why aren't apartment dwellers afforded the same option of reducing their costs? If we can make do with less, why are we being forced to pay for more?

Failing to eliminate this requirement goes counter to 3 of the city's goals, namely reducing waste, treating residents equally, and keeping living here affordable.

Thank you for your time and I look forward to any comments.





## STAFF REPORT

**To:** RethinkWaste Board Members  
**From:** Julia Au, Sr. Outreach, Education and Compliance Manager  
**Date:** March 26, 2026 Board of Directors Meeting  
**Subject:** Resolution Approving California Legislative Bill Positions for 2026 and 2026 Legislative Session Update

### Recommendation

It is recommended that the RethinkWaste Board of Directors approve Resolution No 2026-13 attached hereto authorizing the approval of California Legislative bill positions for 2026

### Summary

At the March 3, 2026 Legislative Committee Meeting, the Committee discussed and decided that the RethinkWaste Board of Directors need to have final approval of positions RethinkWaste takes on bills going through the California legislature. RethinkWaste staff plans to come back to the Board periodically throughout the year with requests from the Board as bills get amended and positions need to be updated or changed.

This staff report also includes Attachment A that include all activities conducted by the agency's contract lobbyists Environmental and Energy Consulting (EEC) from mid-January through early February. continue advocacy toward the agency's priorities as lined out in the 2025-2026 Legislative and Regulatory Platform.

### Analysis

RethinkWaste staff in coordination with Reed Addis, Mandi Strella, and Noam Elroi at EEC along with feedback from the RethinkWaste Legislative Committee (Members are: Agency Vice Chair Fran Dehn and Board Members Adam Rak, Jeff Schmidt and Chris Sturken) have taken a position on the following bills. Each bill contains the status, position, notes and the relevant focus area from the Board adopted RethinkWaste 2025-2026 Legislative and Regulatory Platform. Note that there are three existing bills that already have positions and there still remains other bills the agency and EEC staff are monitoring. Additionally, this staff report represents the status and bill language as of March 16, 2026. Changes to the bills could happen after the board packet is published and before the board meeting on March 26.

### Bill position descriptions

<b>Sponsor</b>	Actively working on a bill with an Author
<b>Support</b>	Support positions can range from signing joint support letters, submitting our own support letters, testifying in committees, and/or providing input on bill language
<b>Support If Amended</b>	Letters of support with recommended amendments
<b>Watch</b>	Indicates that bill language and details are still evolving and we will continue to watch and provide input and take a position when appropriate
<b>Oppose Unless Amended</b>	Letters of opposition unless the measure includes recommended amendments to address concerns

**Existing bills with positions:****[AB 762 \(Irwin\) Disposable, battery-embedded vapor inhalation device: prohibition](#)**

This bill would ban the sale of disposable / non-refillable vaporizer products in California with batteries that cannot be removed, fostering a transition to refillable or reusable alternatives that are safer and more sustainable. The bill was amended in January to remove cannabis vapes.

Status: Senate Rules pending referral

RethinkWaste position: Co-sponsor

Notes: This is a two-year bill that is co-sponsored by RethinkWaste, California Product Stewardship Council, Californians Against Waste and California Public Interest Research Group (CALPIRG)

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Extended Producer Responsibility (Toxics and Waste Reduction)

**[AB 864 \(Ward\) Hazardous waste: solar photovoltaic modules](#)**

This bill would make the universal waste designation applicable to a solar photovoltaic module that is intended for recycling and cannot otherwise be resold, reused, or refurbished only until the Department of Toxics Substances Control adopts regulations implementing alternative management standards for solar photovoltaic modules. The department will institute a rulemaking for alternative management standards that facilitate greater material recovery. The bill would require the department to adopt the above-referenced federal transfer-based exclusion regulation. The bill would also designate a solar photovoltaic module that can be resold, reused, or refurbished as surplus material.

Status: In Senate

RethinkWaste position: Support

Notes: This is a two-year bill that is co-sponsored California Product Stewardship Council

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Extended Producer Responsibility (Toxics and Waste Reduction)

**[SB 501 \(Allen\) Responsible Battery Recycling Act of 2022: covered batteries](#)**

This bill was amended in January 2026 to move away from a HHW Extended Producer Responsibility (EPR) program (which RethinkWaste supported in 2025) and now would make changes to the Responsible Battery Recycling Act (a RethinkWaste co-sponsored bill in 2022) to revise the description of a loose battery. The bill would instead include medium-sized batteries, like for an e-bike or a leaf blower, and exclude from the definition of a covered battery a battery weighing over 25 pounds and any rechargeable battery weighing over 25 pounds, regardless of the watt-hour rating.

Status: In Assembly

RethinkWaste position: Support

Notes: This is a two-year bill.

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Extended Producer Responsibility (Toxics and Waste Reduction)

**[SB 936 \(Blakespear & Umberg\) Nitrous oxide: sales](#)**

This bill would, except as specifically exempted, prohibit the sale and distribution of a nitrous oxide container that is capable of holding more than 8 grams of nitrous oxide or from which an individual may

directly inhale nitrous oxide. The bill would also prohibit the sale and distribution of nitrous oxide that has, or is marketed as having, the taste or smell of any food. The bill would prohibit the sale and distribution of a device that allows an individual to inhale nitrous oxide from the container or hold nitrous oxide for the purposes of inhalation.

Status: Referred to Public Safety and Business, Professions and Economic Development Committees.  
Set for hearing in Public Safety on March 17

RethinkWaste position: Support

Notes: Nitrous oxide tanks are becoming an ever prevalent waste stream we do not accept at our Shoreway facility, but still ends up at the facility and has cost up to \$60 per unit to properly recycle. RethinkWaste signed onto a coalition letter that was sent on March 13, 2026 and can be found in Attachment A.

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Extended Producer Responsibility (Toxics and Waste Reduction)

**New bills to take position on (in numerical order starting with Assembly):**

**[AB 1604 \(Stefani\) Product safety: proofs of purchase: intentionally added bisphenols](#)**

This bill would, starting on or after January 1, 2027, prohibit manufacturers and businesses from using intentionally added bisphenol A in paper receipts. Starting on January 1, 2028, manufacturers and businesses will be prohibited from using all intentionally added bisphenol chemicals in receipts.

Status: Assembly Environmental Safety and Toxics Materials Committee

RethinkWaste position: Recommend Watch

Notes: Sponsored by Californians Against Waste and Breast Cancer Presentation Partners

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Extended Producer Responsibility (Toxics and Waste Reduction)

**[AB 1812 \(Aguiar-Curry\) Solid waste: compostable products: regulations](#)**

Existing law prohibits a person from selling or offering for sale a product, as defined, that is labeled with the term "compostable" or "home compostable" unless, among others, the product is labeled in a manner that distinguishes the product from a non-compostable product upon reasonable inspection by consumers and to help enable efficient processing by solid waste processing facilities. Existing law authorizes the Department of Resources Recycling and Recovery (CalRecycle) to adopt regulations for determining whether products comply with this requirement. This bill would instead require the department to adopt regulations for determining whether products comply with this requirement.

Status: Referred to Assembly Natural Resources Committee

RethinkWaste position: Recommend Watch

Notes: Sponsored by California Compost Coalition

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Diversion (Organics and Green Waste Diversion)

**[AB 2253 \(Boerner\) Solid waste: products: environmental marketing claims](#)**

This bill would expand provisions from plastic food container products to all products. The bill would revise the reference to the Federal Trade Commission Guides for the Use of Environmental Marketing Claims to specifically refer to those guides as they read on January 1, 2026. The bill would additionally

require the recycled content claim to be based on the actual physical recycled content in the product without the use of certain types of accounting.

Status: Referred to Assembly Natural Resources Committee

RethinkWaste position: Recommend Support

Notes: Sponsored by Californians Against Waste

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Economic Development (Market Development for End Products and Green Purchasing)

#### **AB 2462 (Pellerin) Unsafe products: disposal: penalties**

This bill would require the safe return or appropriate disposal of the unsafe product to be at no cost to the end consumer, a recycling center, a municipal facility that accepts the product for recycling or disposal, a retailer that sells the product, a permitted solid waste facility, a household hazardous waste collection facility, and a thrift retail store. This bill would instead authorize the Department of Resources Recycling and Recovery (CalRecycle) to administratively impose an administrative penalty on a person in violation of the act of \$2,500 per day or \$5,000 per day if the violation is intentional or knowing, as specified. The bill would authorize the department to refer enforcement to the Department of Toxic Substances Control for unsafe products identified as hazardous waste and would create the Hazardous Product Recall Penalty Account in the State Treasury.

Status: Referred to Assembly Environmental Safety and Toxic Materials Committee

RethinkWaste position: Recommend Support

Notes: Sponsored by California Product Stewardship Council and California State Association of Counties

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Extended Producer Responsibility (Toxics and Waste Reduction)

#### **AB 2667 (Hadwick) Vape products: household hazardous waste: advertising**

This bill would require, until January 1, 2030, the Department of Toxic Substances Control to evaluate opportunities to increase safety and convenience related to the management and disposal of vape pens confiscated from students by a school, as provided, and identify any recommendations that require future legislative action. The bill would authorize a permanent household hazardous waste collection facility to mechanically disassemble vape pens and devices in a manner that does not result in the unauthorized release of hazardous materials, as specified.

Status: In Assembly Rules pending referral

RethinkWaste position: Recommend Support

Notes: Similar to AB 998 (Hadwick) in 2025 that RethinkWaste supported.

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Extended Producer Responsibility (Toxics and Waste Reduction)

#### **SB 758 (Umberg) Public health: nitrous oxide**

This bill would expand provisions to prohibit a retailer from selling nitrous oxide in any retail location, subject to certain exceptions. By expanding the definition of an existing crime, this bill would impose a state-mandated local program. The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement. This bill would provide that no reimbursement is required by this act for a specified reason.

Status: In Assembly Rules pending referral

RethinkWaste position: Recommend Support

Notes: Nitrous oxide tanks are becoming an ever prevalent waste stream we do not accept at our Shoreway facility, but still ends up at the facility and has cost up to \$60 per unit to properly recycle.

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Extended Producer Responsibility (Toxics and Waste Reduction)

### **SB 1180 (Allen) Plastic Pollution and Packaging Producer Responsibility Act: California Plastic Pollution Mitigation Fund**

This bill would, among other things, require each expenditure made upon appropriation from the fund to achieve one or more specified purposes, including, among others, catalyzing mitigation of the adverse health impacts of plastics and creating or accelerating a transformative shift away from plastic production, use, and tendency to be disposed of after limited use. The bill would require each of those expenditures to comply with specified requirements, including, among others, prioritizing programs and projects that benefit communities most burdened by the impacts of plastic pollution and that provide multiple benefits.

Status: Senate Environmental Quality Committee. Set for hearing April 8

RethinkWaste position: Recommend Support

Notes: None

RethinkWaste 2025-2026 Legislative and Regulatory Platform Focus Area: Extended Producer Responsibility (Plastic and Packaging) and Funding

### **Background**

RethinkWaste contracts with EEC to act as the agency's legislative and regulatory lobbyist in California. EEC is a registered lobbying firm in the state of California (Lobbying ID # 1371848) and the Board approved a new contract with EEC on November 21, 2024. EEC will provide these legislative and regulatory services to RethinkWaste during the 2025-2026 Legislative Session.

The Board passed a 2025-2026 Legislative and Regulatory Platform at the January 2025 Board Meeting setting focus area priorities that align with agency goals, guiding principles and its triple zero waste vision for the two-year legislative session.

RethinkWaste's Legislative Committee was formed in 2021 to serve in an advisory capacity on issues related to legislative and regulatory policies to the full board, including but not limited to matters dealing with California state legislation, ballot measures, and regulatory processes.

### **Fiscal Impact**

The FY 2026 budget includes Legislative and Regulatory Advocacy for \$78,000 for EEC.

#### **Attachments:**

Resolution 2026-13

Attachment A – EEC Legislative/Regulatory Report Updates & Submitted Position Letter



## RESOLUTION NO. 2026-13

### RESOLUTION OF THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY(RETHINKWASTE) BOARD OF DIRECTORS APPROVING CALIFORNIA LEGISLATIVE BILL POSITIONS FOR 2026

**WHEREAS**, RethinkWaste biannually adopts a Legislative and Regulatory Platform that coincides with the legislative session. Once approved, this platform provides a strong, preemptive voice on pressing and emerging legislative and regulatory issues that align with agency goals, guiding principles and its triple zero waste vision;

**WHEREAS**, the 2025-2026 Legislative and Regulatory Platform has four focus areas of Extended Producer Responsibility, Economic Development, Diversion and Funding that include specific topics that are of importance to RethinkWaste;

**WHEREAS**, RethinkWaste staff along with its contracted lobbyist and Legislative Committee have reviewed and discussed bills to take positions on; and

**NOW, THEREFORE BE IT RESOLVED** that the South Bayside Waste Management Authority hereby approves California Legislative Bill Positions for 2026.

**PASSED AND ADOPTED** by the Board of Directors of the South Bayside Waste Management Authority, County of San Mateo, State of California on the 26<sup>th</sup> Day of March, 2026 by the following vote:

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

I HEREBY CERTIFY that the foregoing Resolution No. 2026-13 was duly and regularly adopted at a regular meeting of the South Bayside Waste Management Authority on March 26, 2026.

ATTEST:

\_\_\_\_\_  
Michael Brownrigg, Chairperson of RethinkWaste  
(South Bayside Waste Management Authority)

\_\_\_\_\_  
Cyndi Urman, Clerk of the Board



## March 2026 Legislative Report

### I. Key Dates & Updates

- **February 20** was the last day for legislators to introduce bills. 1961 bills were introduced. The number of bill introductions for 2026 is lowest it has been in 20 years.
- The Legislative Analyst Office updated their revenue outlook. Their forecast anticipates that income tax, corporation taxes and sales tax revenue may be higher than accounted for in the Governor 's Budget. This rosier outlook was attributed to interest in artificial intelligence and stock market performance. The optimism was tempered, however, with commentary warning that the trend may not last and that a course correction may be due, "[We continue to think the risk of a revenue downturn starting in the next year or so is too great to ignore.](#)"
- Policy committee hearings have begun and will continue through **May 8<sup>th</sup>**.
- SB 54 regulations have not yet been finalized but are still anticipated. While expected to be up at the beginning of the year, the Circular Action Alliance 's (CAA) reimbursement portal is still not operational. The deadline for CAA to submit its program plan is **June 15**, despite these delays.

### II. February/March Activities

- EEC continued to the progress of SB 54 and SB 1215 reported relevant information to the RethinkWaste team.
- EEC staff Noam Elroi attended hearing of Assembly Budget Subcommittee # 4 to express the legislature to maintain its \$750 Million in discretionary GGRF dollars for budget year 2026-27, as intended by SB 840 (Limon) last year.
- EEC staff Mandi Strella attended the Solid Waste Industry Group (SWIG) meeting on February 26 to report out on progress of AB 762. Newly introduced bills impacting the solid waste industry were also discussed.
- EEC hosted a Zero Waste Now coalition on February 23 to discuss relevant legislation, GGRF, as well as the status of SB 54 and SB 1215 regulations.

- On a daily basis, EEC reviewed introduced legislation and flagged bills relevant to RethinkWaste's interests. To date, EEC is tracking 33 bills (including spot bills), any amendments made, and gathering information from various offices.
- EEC has signed onto group support letters for RethinkWaste for the following bills:
  - [SB 936 \(Blakespear and Umberg\) Nitrous oxide: sales](#)



March 13, 2026

The Honorable Aisha Wahab  
 Chair, Senate Business, Professions, and Economic Development Committee  
 1021 O Street, Suite 8530  
 Sacramento, CA 95814

**RE: Senate Bill 936 (Blakespear) - SUPPORT  
 As Introduced January 29, 2026**

Dear Senator Wahab:

On behalf of the Rural County Representatives of California (RCRC), the National Stewardship Action Council (NSAC), the California Product Stewardship Council (CPSC), Republic Services, Recology, ReThink Waste, Californians Against Waste, the Resource Recovery Coalition of California (RRCC), Western Placer Waste Management Authority (WPWMA), Del Norte Solid Waste Management Authority (Del Norte SWMA), the Sanitation Districts of Los Angeles County, and Zero Waste Marin, we are pleased to support Senate Bill 936 (Blakespear), banning the sale of nitrous oxide for illicit purposes.

Senate Bill 936 bans the sale of nitrous oxide, which is widely used as an illicit recreational inhalant. Aside from serious and sobering public health and safety impacts associated with its illicit use as a party drug, large nitrous oxide cylinders are a growing and expensive waste management problem.

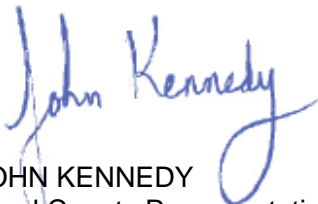
Local agencies are responsible for the collection, processing, recycling and disposal of solid waste, including the operation of local household hazardous waste (HHW) collection programs. Local agencies often contract with solid waste enterprises to

provide these services. These programs typically offer residents free drop-off of HHW; however, the cost to manage some of the waste streams is significant and puts serious financial pressure on both the programs and local governments that operate them. While some consumers properly dispose of nitrous oxide cylinders at the local HHW collection facility, others are found in recycling carts because residents believe their metal content makes them recyclable. These must be diverted to the local HHW facilities and managed as HHW. The cost for local governments to manage nitrous oxide cylinders exceeds the initial purchase price that consumers pay at the point of sale. While large whippets can be purchased for \$40-\$70 each, they typically cost local agencies \$70-\$120 each to manage. These costs are not sustainable.

Local governments and the solid waste industry have no control over what products are introduced into the marketplace and for which we will ultimately be responsible for management and disposal. By banning the sale of large nitrous oxide containers, SB 936 will significantly reduce cost pressures and management challenges for local solid waste programs and their operators.

For these reasons, we are pleased to support SB 936 and respectfully request your “aye” vote when this measure is heard before your committee. Please do not hesitate to contact us if you have any questions.

Sincerely,



JOHN KENNEDY  
Rural County Representatives of California  
Senior Policy Advocate  
[jkennedy@rcrcnet.org](mailto:jkennedy@rcrcnet.org)



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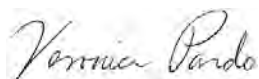
The Honorable Aisha Wahab  
Senate Bill 936  
March 13, 2026  
Page 3



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cc: The Honorable Catherine Blakespear, Member of the California State Senate  
The Honorable Thomas Umberg, Member of the California State Senate  
The Honorable Juan Alanis, Member of the California State Assembly  
Members of the Senate Business, Professions, and Economic Development  
Committee  
Sarah Mason, Staff Director, Senate Business, Professions, and Economic  
Development Committee  
Policy Consultant, Senate Republican Caucus



## STAFF REPORT

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**To:** SBWMA Board Members  
**From:** Joanne Nghiem, Associate Engineer  
**Date:** March 26, 2026 Board of Directors Meeting  
**Subject:** Resolution Approving a Contract with BNO Builders Inc. for a not to exceed amount of \$397,999 for the Concrete Pad and Side Yard Development Project

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### Recommendation

It is recommended that the SBWMA Board of Directors approve Resolution No. 2026-14 attached hereto approving a contract for the Concrete Pad and Side Yard Development Project to the lowest responsive and responsible bidder, BNO Builders Inc., and authorizing the Executive Director to execute the contract in an amount of \$397,999. The Resolution would also establish a 10% contingency of \$39,800 and authorize the Executive Director to execute change orders utilizing those funds, for a total not-to-exceed authorization of \$437,799.

### Summary

At the January 22, 2026 Board of Directors Meeting, the Board approved the design specifications and authorized the release of an RFP for the Parking & Container Concrete Pads and Side Yard Development Project for roll off truck parking and expanded Shoreway storage area. A mandatory pre-bid site walk was held on February 9, 2026 with 11 companies in attendance. Bids were due on March 9, 2026 and five (5) bids were submitted. Based on the facility needs and bidders' costs, Staff is recommending the Board award the contract for both the truck parking & container concrete pads to the lowest responsive and responsible bidder, BNO Builders Inc.

### Background

The Shoreway Environmental Center is a hard-working site where space for storage and parking is in high demand. Facility operator, South Bayside Industries (SBI), has loudly expressed a need for additional secured storage for parts and other necessary processing and facility equipment that is currently being stored inside buildings and other miscellaneous areas around the site. Staff identified an underused side yard on the east side of the Materials Recovery Facility (MRF) that can be developed into a paved area to install two (2) 48-ft standard shipping containers, with two additional shipping containers stacked on top. These new containers will provide SBI with vermin-proof and weather-protected secure storage to support their operations on our agency's behalf. In addition, SBI procured an electric roll off truck and is currently parking it on an unpaved dirt covered side yard beside the Transfer Station. However, during the wet season, this dirt covered side yard becomes muddy and it becomes difficult to park the roll off truck. Over time, Staff believes use of this muddy area will have a negative impact on site operations and could possibly compromise the structural integrity of the Transfer Station's eastern wall. There is currently no other available onsite space to park this roll off truck.

Staff retained consultant firm Decker Engineers to prepare engineering design drawings to pave with concrete the identified two (2) side yards, along with curbing, drainage, reinforcements and electrical needed.

**Analysis**

Staff had structured the RFP documents so that the electric roll off truck parking was a bid alternate, which is now presented to the Board for contract award consideration including the base bid and this alternative. Staff believes there is value in paving the side yard for this truck parking as every year the weight and operation of the truck creates cavities/potholes in the ground. This creates a safety concern for operation staff and SBI has had to place gravel to remediate this problem; however, this will cause an increase to the maintenance cost to regrade and re-gravel this area ever year. Staff recommends also awarding the bid alternate as a preventative and cost saving measure.

The following five (5) bids were submitted. The apparent low bidder at the time of bid opening was Santa Maria Concrete. However, after carefully reviewing the submitted bid documents, their bid did not meet the minimum qualifications. The lowest responsive and responsible bidder is BNO Builders Inc. (highlighted in green in the table below).

**Table 1: Bid Tabulation**

Bidder	Base Bid: Container Storage Concrete Pad	Bid Alt: Truck Parking Concrete Pad	Total: Base Bid + Bid Alt
Santa Maria Concrete	\$258,291.29	\$85,291.00	\$343,582.29
<b>BNO Builders Inc.</b>	<b>\$264,574.25</b>	<b>\$133,424.16</b>	<b>\$397,998.41</b>
Raposo Engineering	\$323,000.00	\$78,000.00	\$401,000.00
Minerva	\$354,250.00	\$125,000.00	\$479,250.00
Interstate Grading and Paving	\$340,200.00	\$172,000.00	\$512,200.00

**Fiscal Impact**

Based on an Engineer's estimate, \$300k was allocate for this project in the adopted FY2026 CapEx Budget under the line item "MRF Equipment Storage project". With project approval, the supplemental \$100k will be allocated from the Public Recycling Center projects (\$65k) and "Unanticipated Capital Projects" (\$74k) line items.

**Attachments:**

Resolution 2026-14

Attachment A – Notice of Award and Construction Contract Agreement with BNO Builders Inc. for Project 2026-02 The Shoreway Environmental Concrete Pad and Side Yard Development Project



**RESOLUTION NO. 2026-14**

**RESOLUTION APPROVING A CONTRACT WITH BNO BUILDERS INC. FOR A NOT TO EXCEED AMOUNT OF \$397,999 FOR THE CONCRETE PAD AND SIDE YARD DEVELOPMENT PROJECT AND ALSO ESTABLISHING A 10% CONTINGENCY OF \$39,800 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE CHANGE ORDERS UTILIZING THOSE FUNDS, FOR A TOTAL NOT-TO-EXCEED AUTHORIZATION OF \$437,799**

**WHEREAS**, the Shoreway Environmental Center is constrained on site space for storage and parking for a roll off truck; and

**WHEREAS**, Staff has identified two (2) underutilized side yards on the east sides of the MRF and Transfer Station that can be developed into high-value spaces to install container storage and a parking space for the facility operator, South Bayside Industries (SBI) electric roll off truck; and

**WHEREAS**, a Request for Proposal (RFP) for the Concrete Pad And Side Yard Development Project was issued to qualified prospective bidders and staff received five (5) bids in response; and

**WHEREAS**, BNO Builders Inc. submitted the lowest responsive and responsible bid in the amount of \$397,999.

**NOW, THEREFORE, BE IT RESOLVED** that the Board awards the contract for the Concrete Pad And Side Yard Development Project to BNO Builders Inc. in the amount of \$397,999; and

**BE IT FURTHER RESOLVED** the Board authorizes the Executive Director to execute change orders, as needed, up to an amount equal to 10% of the contract amount (\$39,800) for a total project authorization up to \$437,799.

**PASSED AND ADOPTED** by the Board of Directors of the South Bayside Waste Management Authority, County of San Mateo, State of California on this 26<sup>th</sup> day of March 2026 by the following vote:

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

I HEREBY CERTIFY that the foregoing Resolution No. 2026-14 was duly and regularly adopted at a regular meeting of the South Bayside Waste Management Authority on March 26, 2026.

ATTEST:

\_\_\_\_\_  
Michael Brownrigg, Chairperson of RethinkWaste  
South Bayside Waste Management Authority

\_\_\_\_\_  
Cyndi Urman, Clerk of the Board

**DOCUMENT 00 5100**

**NOTICE OF AWARD**

Dated: 03.27.2026

TO: BNO Builders Inc.

ADDRESS: 2290 N First St Suite 108, San Jose CA 95131

---

CONTRACT NO.: 2026-02

CONTRACT FOR: **SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY  
SHOREWAY ENVIRONMENTAL CENTER CONCRETE PAD SIDE YARD  
DEVELOPMENTS PROJECT AT 333 SHOREWY ROAD- SAN CARLOS, CA**

The Contract Sum of your contract is Three Hundred Ninety-Seven thousand, Nine Hundred and Ninety-Nine Dollars (\$397,999.00)

1. Two copies of the proposed Contract Documents listed below accompany this Notice of Award.
2. You must comply with the following conditions precedent by **[5:00p.m.]** of the **20<sup>th</sup> Day** following the date of this Notice of Award, that is, by **Friday, April 24, 2026**.
  - a. Deliver to Owner ONE certified electronic signature fully executed counterparts of Document 00 5200 (Agreement). Each copy of Document 00 5200 (Agreement) must bear your certified electronic signature on the signature page and your initials on each page.
  - b. Deliver to Owner one originals of Document 00 6113.13 (Construction Performance Bond), executed by you and your surety.
  - c. Deliver to Owner one originals of Document 00 6113.16 (Construction Labor and Material Payment Bond), executed by you and your surety.
  - d. Deliver to Owner original set of the insurance certificates with endorsements required under Document 00 7316 (Supplementary Conditions – Insurance).
  - e. Deliver to Owner one fully executed Document 00 6536 (Guaranty), bearing your original signature on the signature page and your initials on each page.
  - f. Deliver to Owner one fully executed Document 00 4546 (Bidder Certifications), bearing your original signature on the signature page and your initials on each page.
  - g. Deliver to Owner Escrow of Bid Documentation: This must include all required documentation. See the document titled Escrow Bid Documentation for more information.
3. Failure to comply with these conditions within the time specified will entitle Owner to consider your Bid abandoned, to annul this Notice of Award, and to declare your Bid security forfeited.
4. Within 21 Days after you comply with the conditions in Paragraph 2 of this Document 00 5100, Owner will return to you one fully signed counterpart of Document 00 5200 (Agreement) with one copy of the Project Manual (including Specifications and Drawings) and one sets of full-size Drawings.

Notice of Award  
DWK DMS 3856490v1

00 5100 - 1

5. Before you may start any Work at the Site, you must attend a pre-construction conference. The pre-construction conference may be arranged through Joanne Nghiem, [jnghiem@rethinkwaste.org](mailto:jnghiem@rethinkwaste.org). Questions regarding bonds and insurance may be directed to Cyndi Urman, [curman@rethinkwaste.org](mailto:curman@rethinkwaste.org). All other inquiries regarding the Project should be directed to Joanne Nghiem, [jnghiem@rethinkwaste.org](mailto:jnghiem@rethinkwaste.org) (Continued on next page.)

CONTRACT NO. 2026-02

6. Upon commencement of the Work, you and each of your Subcontractors shall certify and provide Owner copies of payroll records in accordance with Labor Code Section 1776.

**OWNER: SOUTH BAYSIDE WASTE MANAGEMENT  
AUTHORITY**

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Joe La Mariana

\_\_\_\_\_  
Executive Director

ATTEST: \_\_\_\_\_  
Secretary

\_\_\_\_\_  
(Print Name)

AUTHORIZED BY BOARD RESOLUTION:

NO: \_\_\_\_\_

ADOPTED: \_\_\_\_\_, [20\_\_]

**[Copy of Resolution Attached]**

**END OF DOCUMENT**

**DOCUMENT 00 5200**

**AGREEMENT**

THIS AGREEMENT, dated this **27th** day of **April, 2026**, by and between **BNO Builders Inc.** whose place of business is located at **2290 N First St Suite 108, San Jose CA 95131 (Contractor)**, and **SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY**, a California Joint Powers Authority (**Owner**), acting under and by virtue of the authority vested in Owner by the laws of the State of California.

WHEREAS, Owner, by its Resolution No. **2026-14** adopted on the **26<sup>th</sup> day of March 2026**, awarded to Contractor the following Contract:

**CONTRACT NUMBER 2026-02**

**Shoreway Environmental Center Concrete Pad and Side Yard Developments Project**  
at  
**333 Shoreway Road, San Carlos, CA 94070**

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, Contractor and Owner agree as follows:

**ARTICLE 1 SCOPE OF WORK OF THE CONTRACT**

**1.01 Work of the Contract**

- A. Contractor shall complete all Work specified in the Contract Documents, in accordance with the Specifications, Drawings, and all other terms and conditions of the Contract Documents (**Work**).

**1.02 Price for Completion of the Work**

- A. Owner shall pay Contractor the following Contract Sum Three Hundred Ninety-Seven thousand, Nine Hundred and Ninety-Nine Dollars (\$397,999.00) for completion of Work in accordance with Contract Documents as set forth in Contractor's Bid, attached hereto.
- B. The Contract Sum is all inclusive and includes all Work; all federal, state, and local taxes on materials and equipment, and labor furnished by Contractor, its subcontractors, subconsultants, architects, engineers, and" vendors or otherwise arising out of Contractor's performance of the Work, including any increases in any such taxes during the term of this Agreement; and any duties, fees, and royalties imposed with respect to any materials and equipment, labor or services. The taxes covered hereby include (but are not limited to) occupational, sales, use, excise, unemployment, FICA, and income taxes, customs, duties, and any and all other taxes on any item or service that is part of the Work, whether such taxes are normally included in the price of such item or service or are normally stated separately. Notwithstanding the foregoing, each party shall bear such state or local inventory, real property, personal property or fixtures taxes as may be properly assessed against it by applicable taxing authorities.

**ARTICLE 2 COMMENCEMENT AND COMPLETION OF WORK**

**2.01 Commencement of Work**

- A. Contractor shall commence Work on the date established in the Notice to Proceed (**Commencement Date**).
- B. Owner reserves the right to modify or alter the Commencement Date.

**2.02 Completion of Work**

CONTRACT NO. 2026-02

- A. Contractor shall achieve Substantial Completion of the entire Work within **60**Days from the Commencement Date.
- B. Contractor shall achieve Final Completion of the entire Work **90** Days from the Commencement Date.

**ARTICLE 3 PROJECT REPRESENTATIVES**

**3.01 Owner’s Project Manager**

- A. Owner has designated Joanne Nghiem, Associate Engineer as its Project Manager to act as Owner’s Representative in all matters relating to the Contract Documents. If Project Manager is an employee of Owner, Project Manager is the beneficiary of all Contractor obligations to Owner including, without limitation, all releases and indemnities.
- B. Project Manager shall have final authority over all matters pertaining to the Contract Documents and shall have sole authority to modify the Contract Documents on behalf of Owner, to accept work, and to make decisions or actions binding on Owner, and shall have sole signature authority on behalf of Owner.
- C. Owner may assign all or part of the Project Manager’s rights, responsibilities and duties to a Construction Manager, or other Owner Representative.

**3.02 Contractor’s Project Manager and Other Key Personnel**

- A. Contractor has designated **Brianna Birdwll** as its Project Manager to act as Contractor’s Representative in all matters relating to the Contract Documents.
- B. Contractor has designated the following other Key Personnel for the Project:

<u>Name</u>	<u>Position</u>
Ben Giat _____	Superintendent
Brianna Birdwell	Scheduler

**3.03 Architect/Engineer**

- 1. **Decker Engineers** furnished the Plans and Specifications and shall have the rights assigned to Engineer in the Contract Documents.
- 2. Engineer has designated **Dan Decker** as its project manager, to act as its representative for receiving and making communications authorized under the Contract Documents.

**ARTICLE 4 LIQUIDATED DAMAGES FOR DELAY IN COMPLETION OF WORK**

**4.01 Liquidated Damage Amounts**

- A. As liquidated damages for delay Contractor shall pay Owner Five Hundred dollars (\$500.00) for each Day that expires after the time specified herein for Contractor to achieve Substantial Completion of the entire Work, until achieved.
- B. As liquidated damages for delay Contractor shall pay Owner Five Hundred dollars (\$500.00) for each Day that expires after the time specified herein for Contractor to achieve Final Completion of the entire Work, until achieved.

**4.02 Scope of Liquidated Damages**

- A. Measures of liquidated damages shall apply cumulatively.
- B. Limitations and stipulations regarding liquidated damages are set forth in Document 00 7200 (General Conditions).

**ARTICLE 5 LIQUIDATED DAMAGES FOR UNAUTHORIZED CHANGES OF KEY PERSONNEL**

**5.01 Liquidated Damage Amounts**

- A. See Document 00 7200 (General Conditions) Paragraph 11.07.D for liquidated damages provisions pertaining to Key Personnel.

**ARTICLE 6 CONTRACT DOCUMENTS**

- (a) Contract Documents consist of the following documents, including all changes, Addenda, and Modifications thereto:

Document 00 5100	Notice of Award
Document 00 5200	Agreement
Document 00 5500	Notice to Proceed
Document 00 6113.13	Construction Performance Bond
Document 00 6113.16	Construction Labor and Material Payment Bond
Document 00 6290	Escrow Agreement for Security Deposits
Document 00 6325	Substitution Request Form
Document 00 6363	Change Order Form
Document 00 6530	Release of Claims
Document 00 6536	Guaranty
Document 00 7200	General Conditions
Document 00 7301	Supplementary Conditions
Document 00 7316	Supplementary Conditions – Insurance and Indemnification
Document 00 9113	Addenda
Drawings, Table, Schedules, and technical Specifications listed in Document 00 0115	

- (b) There are no Contract Documents other than those listed above. The Contract Documents may only be amended, modified or supplemented as provided in Document 00 7200 (General Conditions).

**ARTICLE 7 MISCELLANEOUS**

- 7.01** Terms and abbreviations used in this Agreement are defined in Document 00 7200 (General Conditions) and Section 01 4200 (References and Definitions) and will have the meaning indicated therein.
- 7.02** It is understood and agreed that in no instance are the persons signing this Agreement for or on behalf of Owner or acting as an employee, agent, or representative of Owner, liable on this Agreement or any of the Contract Documents, or upon any warranty of authority, or otherwise, and it is further understood and agreed that liability of Owner is limited and confined to such liability as authorized or imposed by the Contract Documents or applicable law.
- 7.03** Pursuant to Labor Code Section 1771(a), Contractor represents that it and all of its Subcontractors are currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5. Contractor covenants that any additional or substitute Subcontractors will be similarly registered and qualified.
- 7.04** In entering into a public works contract or a subcontract to supply goods, services or materials pursuant to a public works contract, Contractor or Subcontractor offers and agrees to assign to the awarding body all rights, title and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. §15) or under the Cartwright Act (Chapter 2 (commencing with §16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time Owner tenders final payment to Contractor, without further acknowledgment by the parties.

CONTRACT NO. 2026-02

**7.05** Copies of the general prevailing rates of per diem wages for each craft, classification, or type of worker needed to execute the Contract, as determined by Director of the State of California Department of Industrial Relations, may be obtained from the California Department of Industrial Relations website [http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm] and are deemed included in the Contract Documents, and shall be made available to any interested party on request. Pursuant to Labor Code Sections 1860 and 1861, in accordance with Labor Code Section 3700, every contractor will be required to secure the payment of compensation to his employees. Contractor represents that it is aware of the provisions of Labor Code Section 3700 that require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and Contractor shall comply with such provisions before commencing the performance of the Work of the Contract Documents.

**7.06** This Agreement and the Contract Documents shall be deemed to have been entered into in the City of San Carlos, California, and governed in all respects by California law (excluding choice of law rules). The exclusive venue for all disputes or litigation hereunder shall be in the Superior Court for the County of San Mateo, California.

IN WITNESS WHEREOF the parties have executed this Agreement in duplicate the day and year first above written.

**CONTRACTOR: [CONTRACTOR'S NAME]**

By: \_\_\_\_\_  
Ben Giat

By: \_\_\_\_\_  
(Signature)

Its: \_\_\_\_\_  
Title CEO/President t

Its: \_\_\_\_\_  
Title Vice President

**OWNER: SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY**

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Joe La Mariana  
(Print Name)

\_\_\_\_\_  
Executive Director  
(Title)

(Signatures continued on next page)

Attest: \_\_\_\_\_  
Secretary

\_\_\_\_\_  
Cyndi Urman  
(Print Name)

APPROVED AS TO FORM AND LEGALITY  
THIS \_\_ DAY OF \_\_\_\_\_, 2026

CONTRACT NO. 2026-02

By: \_\_\_\_\_  
Attorney for Owner

\_\_\_\_\_  
Jean Savaree  
(Print Name)

RESOLUTION NO. 2026-14 \_\_\_\_\_

**END OF DOCUMENT**





## STAFF REPORT

**To:** RethinkWaste Board Members  
**From:** John Mangini, Senior Finance Manager  
**Date:** March 26, 2026 Board of Directors Meeting  
**Subject:** Approval of Quarterly Investment Report for the Quarter Ended December 31, 2025

### Recommendation

It is recommended that the RethinkWaste Board review and accept the Quarterly Investment Report.

### Analysis

The primary objective of the Investment Policy for RethinkWaste is safety of principal, while meeting the cash flow needs of the Authority, through prudent investment of unexpended cash. As of January 1, 2026 RethinkWaste entered into a contract with Eide Bailly, LLP for accounting services including the management of investment allocation. Prior to January 1, 2026, RethinkWaste was in contract with the City of Redwood City for accounting services. RethinkWaste is currently in a transition period between service providers.

### Fiscal Impact

The attached Investment Portfolio Summary indicates that as of December 31, 2025, funds in the amount of \$25,108,746 were invested, producing a weighted average yield of 3.6%.

Below is a summary of the changes from the previous quarter.

	Qtr. Ended 9/30/2025	Qtr. Ended 12/31/2025	Increase (Decrease)
Total Portfolio	\$25,142,656	\$25,108,746	(\$33,909)
Weighted Average Return	3.8%	3.6%	-0.2%
Interest/Dividends Earnings	\$268,758	\$236,100	(\$32,658)

The total quarter-end portfolio balance decreased \$33,909, primarily due to the decrease in interest and dividend earnings of \$32,658, as rates continued to decline during the quarter.

A table comparison of the portfolio components is provided below:

	9/30/2025 Balance	% of Total	12/31/2025 Balance	% of Total	Change over Prior Quarter
SM County Pool	\$9,241,890	36.8%	\$9,435,279	37.6%	\$193,389
LAIF	1,009,943	4.0%	728,451	2.9%	(281,493)
Bond Accounts	14,890,823	59.2%	14,945,016	59.5%	54,194
<b>Total Portfolio</b>	<b>\$25,142,656</b>	<b>100.0%</b>	<b>\$25,187,635</b>	<b>100.0%</b>	<b>(\$33,909)</b>

Note: There may be minor differences in totals as individual amounts are rounded

Due to arbitrage restrictions, bond investments are not included in our Local Agency Investment Fund (LAIF) rate or investment pool comparison. As of December 31, 2025, the bond project accounts of approximately \$14.9 million were invested with the trustee in cash and short-term investments.

As of December 31, investment in the County Investment Pool totaled 37.6% of RethinkWaste’s funds available for investment pools (see Attachment 1), while the investment in LAIF totaled 2.9%.

The weighted average yield of the portfolio in the quarter excluding the bond proceeds was 3.96%. LAIF is used as a benchmark and the average LAIF yield for the quarter ended December 31, 2025, was 4.03%, lower than 4.21% in the prior quarter. The San Mateo County Pool average yield for the quarter was 3.96%, slightly higher than 3.95% in the prior quarter.

**Attachments**

- A – Summary of All Investments for Quarter Ending December 31, 2025
- B – Investment Portfolio 12/31/2025 Chart
- C – Historical Summary of Investment Portfolio

**SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY (RETHINKWASTE)**

**SUMMARY OF ALL INVESTMENTS**  
For Quarter Ending December 31, 2025

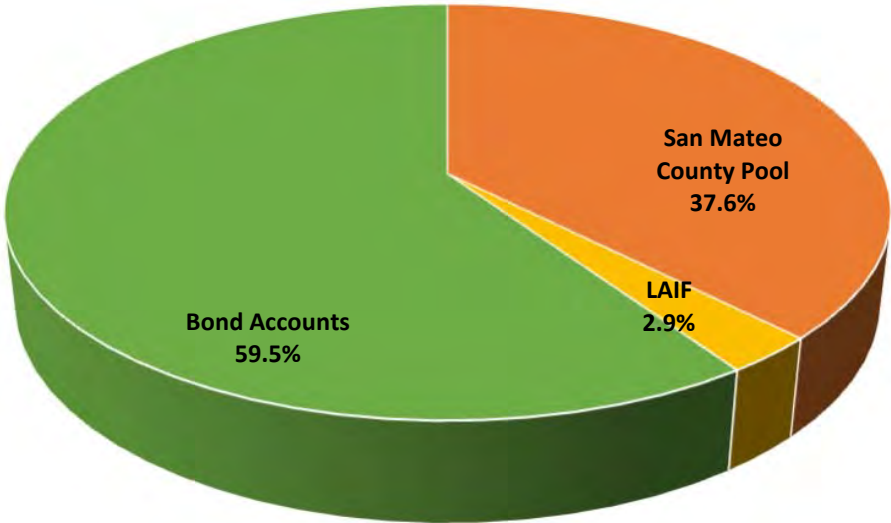
Category	Rate of Return	Historical Cost	% of Portfolio	Market Value*	Interest/Dividend Earned
<b>Liquid Investments:</b>					
San Mateo County Investment Pool (COPOOL)	3.96%	\$ 9,435,279	92.8%	\$ 9,550,484	\$ 91,034
Local Agency Investment Fund (LAIF)	4.03%	728,451	7.2%	\$ 730,040	8,203
	Weighted Average				
<b>Total - Investments</b>	<b>3.96%</b>	<b>10,163,730</b>	<b>100.0%</b>	<b>10,280,524</b>	<b>99,237</b>
	Rate of Return				
<b>Bond Accounts - Cash with Fiscal Agents</b>					
BNY - 2019 Escrow Fund 746624	0.73%	1,545,007		1,545,007	3,780
BNY - 2019AB Payment Fund 762666	3.67%	3,470		3,470	318
BNY - 2019AB Refunding Costs Fund 762667	0.00%	1		1	-
BNY - 2019AB Refunding Project Fund 762668	3.67%	13,396,539		13,396,539	132,765
<b>Total - Bond Accounts</b>	<b>3.29%</b>	<b>14,945,016</b>		<b>14,945,016</b>	<b>136,863</b>
	Weighted Average				
<b>GRAND TOTAL OF PORTFOLIO</b>	<b>3.61%</b>	<b>\$ 25,108,746</b>		<b>\$ 25,225,540</b>	<b>\$ 236,100</b>
<b>Total Interest/Dividend Earned This Quarter</b>					<b>236,100</b>
<b>Total Interest/Dividend Earned Fiscal Year-to-Date</b>					<b>504,858</b>

**Note: RethinkWaste Board approved the following investment mix at its January 26, 2023 meeting:**

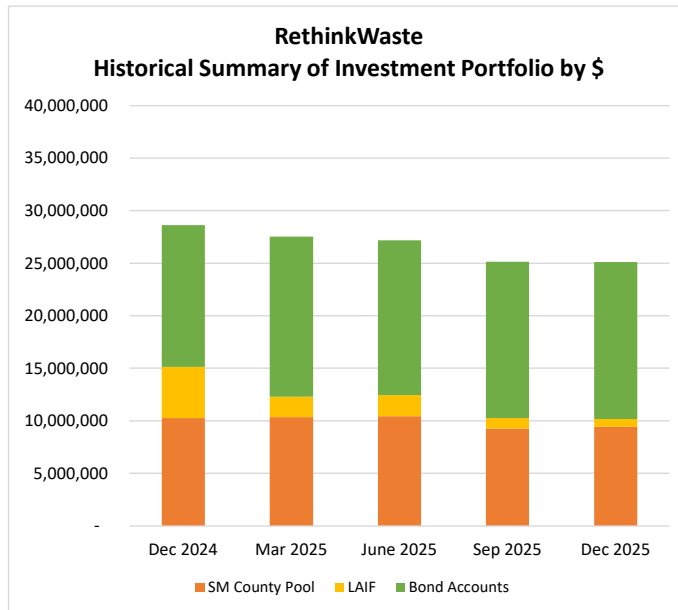
- LAIF - up to 80%
- COPOOL - up to 80%

\*Difference in value between Historical Cost and Market Value may be due to timing of purchases. Investments in the investment pools may have been purchased when interest rates were lower or higher than the end date of this report. As interest rates increase or decrease, the value of the investment pools will decrease or increase accordingly. However, interest rate fluctuations do not have any impact to RethinkWaste's balance in the investment pools (other than interest earnings). The market values are presented as a reference only and are used for accounting purposes.

**RethinkWaste  
Investment Portfolio  
12/31/2025**

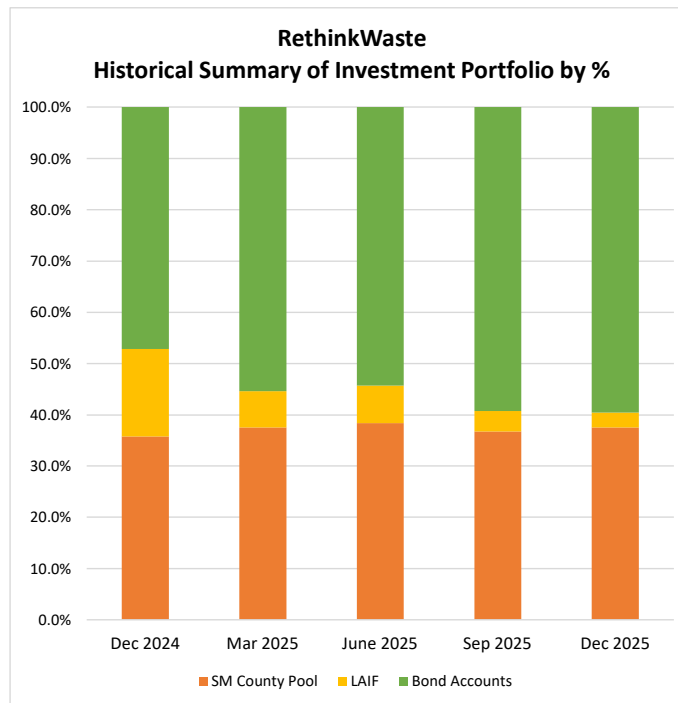


■ San Mateo County Pool ■ LAIF ■ Bond Accounts



**South Bayside Waste Management Authority Portfolio**

	Dec 2024	Mar 2025	June 2025	Sep 2025	Dec 2025
SM County Poo	10,247,988	10,344,631	10,446,306	9,241,890	9,435,279
LAIF	4,883,921	1,944,025	1,988,199	1,009,943	728,451
Bond Accounts	13,483,653	15,242,959	14,750,177	14,890,823	14,945,016
<b>Grand Total</b>	<b>\$ 28,615,562</b>	<b>\$ 27,531,616</b>	<b>\$ 27,184,682</b>	<b>\$ 25,142,656</b>	<b>\$ 25,108,746</b>



	Dec 2024	Mar 2025	June 2025	Sep 2025	Dec 2025
SM County Poo	35.8%	37.6%	38.4%	36.8%	37.6%
LAIF	17.1%	7.1%	7.3%	4.0%	2.9%
Bond Accounts	47.1%	55.4%	54.3%	59.2%	59.5%
<b>Grand Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>





## STAFF REPORT

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**To:** RethinkWaste Board Members  
**From:** Jean B. Savaree, General Council  
**Date:** March 26, 2026 Board of Directors Meeting  
**Subject:** Resolutions Authorizing a Change in Address for Additional Physical Location for Board Meetings

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### Recommendation

Staff requests that the Board approve **Resolution 2026-18** which would supersede **Resolution 2026-12** to revise the second physical location address from which Board members could attend regular Board meetings as provided for in recently enacted changes to the Brown Act by SB 707.

### Analysis

At the February 26, 2026, RethinkWaste Board of Director’s meeting the board established The Allied Arts Guild at 75 Ranch Arbor Road in Menlo Park as the alternate physical location for the Board Meeting. There was a misinterpretation of the name of the location, and the second physical location that has been offered to RethinkWaste at no additional cost is The City of Menlo Park Allied Arts Conference room at 701 Laurel Road San Carlos. Due to the misinterpretation by staff, a second resolution should be adopted to correct the address.

### Fiscal Impact

There is no direct fiscal impact associated with adoption of resolution 2026-18, however, there will be some cost associated with staff time and travel needed to facilitate a second public location of Board meetings.

### Conclusion

Staff requests that the Board consider and approve the attached resolution thereby correcting the address of the second physical location for Board meetings.

### Attachments:

Resolution 2026-18



## RESOLUTION NO. 2026-18

### RESOLUTION OF THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY(RETHINKWASTE) BOARD OF DIRECTORS (SUPERCEDES RESOLUTION 2026-12) AND DESIGNATES THE CITY OF MENLO PARK CITY HALL AT 701 LAUREL STREET, MENLO PARK AS A SECOND PHYSICAL LOCATION FROM WHICH MEETINGS OF THE BOARD MAY BE CONDUCTED

**WHEREAS**, Senate Bill 707 enacted into law and effective January 1, 2026, made significant changes to the Brown Act (the "Act"); and

**WHEREAS**, the Act now authorizes the governing boards of Joint Powers Authorities ("JPAs") to designate multiple physical locations from which board members may attend board meetings; and

**WHEREAS**, RethinkWaste, as a JPA, wishes to implement this provision of the Act in order to provide additional convenience to its Board Members and members of the public by designating a second physical location from which they can attend Board meetings; and

**WHEREAS**, the City of Menlo Park has indicated that a physical space from which meetings can be conducted at 701 Laurel Street in Menlo Park is available at no cost to RethinkWaste; and

**WHEREAS**, the available physical space provides audio and visual capabilities for teleconferencing and will allow public participation in Board meetings.

**NOW, THEREFORE BE IT RESOLVED** that the South Bayside Waste Management Authority hereby designates the City of Menlo Park at 701 Laurel Street in Menlo Park as a second physical location from which meetings of the Board may be conducted, commencing with the March 2026 meeting. This second physical location shall be shown on all Board agendas, staffed by RethinkWaste staff, open to the public during Board meetings, and will provide both audio and visual services during Board meetings.

**PASSED AND ADOPTED** by the Board of Directors of the South Bayside Waste Management Authority, County of San Mateo, State of California on the 26th Day of March, 2026 by the following vote:

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

I HEREBY CERTIFY that the foregoing Resolution No. 2026-18 was duly and regularly adopted at a regular meeting of the South Bayside Waste Management Authority on March 26, 2026.

ATTEST:

\_\_\_\_\_  
Michael Brownrigg, Chairperson of RethinkWaste  
South Bayside Waste Management Authority

\_\_\_\_\_  
Cyndi Urman, Clerk of the Board





# ADMINISTRATION AND FINANCE





## STAFF REPORT

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**To:** RethinkWaste Board Members  
**From:** Joanne Nghiem, Associate Engineer  
**Date:** March 26, 2026 Board of Directors Meeting  
**Subject:** Resolution Approving the Feasibility Study of the Second Floor Office Space Expansion and Approval of Plans and Specifications to release an RFP for Architectural Services for the Second Floor Office Expansion Project

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### Recommendation

It is recommended that the SBWMA Board of Directors approve Resolution No. 2026-16 attached hereto approving the feasibility study of the second floor office space expansion and approval of plans and specifications to release an RFP for architectural services for the Second Floor Office Expansion Project.

### Summary and Analysis

During the construction of the Administrative Office Tenant Improvement Project for RethinkWaste offices located at 1245 San Carlos Avenue, Suite E in San Carlos, the suite was built from an empty “cold shell” space into its current configuration with a second floor, and single-story offices at the ground floor. At that time, staff anticipated a future expansion of the second floor above the ground floor offices, so the Board approved additional funds for a reinforced structural system for the ground floor private offices’ walls and lid in anticipation of this future buildout work. This proposed Second Floor Office Expansion Project includes buildout of the space above the existing first floor offices and a bridge to connect to the existing second floor to this new space.

The Executive Director executed a small contract (under \$10,000) with Gelfand Partners Architects to develop a feasibility study to analyze the City of San Carlos code regulations and limitations of expanding the second floor. The study found this expansion would not require an additional staircase, toilet or HVAC load, making this project feasible and straightforward, with minimal impact to the existing office layout and lower estimated costs.

### Analysis

The second floor was originally intended to be a mezzanine, but through the design and permit approval process during phase 1 of the Administrative Office Tenant Improvement Project, it became a second floor. The current office is a 1,057 sq.ft. second floor over a 2,665 sq.ft. first floor. Mezzanines are limited to 1/3 or less than the floor space below, and therefore the second floor cannot be considered a mezzanine. The fact that the second floor is not a “mezzanine” is documented in the permit response comments with the city of San Carlos.

Therefore, a second stairwell is not required and all occupants may exit the second floor via the existing single stairwell located in the rear of our office space. In addition, based on the California Plumbing Code, no additional toilets will be required as long as the entire second floor does not exceed 1,500 sq.ft. Preliminary discussions with a mechanical engineer indicates additional HVAC load is not anticipated because the volume of space being

conditioned is constant. New enclosed spaces should receive new ducting and ventilation as needed to keep the spaces comfortable and to meet code.

The current second floor is 1,057 sq.ft. This means the new area of the second floor expansion cannot exceed 443 sq.ft. Based on staffing needs, the expanded second floor should include space for one (1) hard office, one (1) conference room and additional storage space. Gelfand Partners Architects included in their feasibility study, three (3) conceptual layout drawings maximizing the 443 sq.ft. of available capacity. These conceptual layouts will be used in the RFP for architectural services, which, if approved by the Board, will be released with Board approval for contract award at the April 23, 2026 Board meeting.

### **Background**

At its September 28, 2023 Board of Directors Meeting, having secured all 11 Member Agencies governing bodies approval, the Board approved the acquisition of 1245 San Carlos Avenue, Suite E, for its new RethinkWaste administrative offices.

Staff contracted with KRJ Design Group to perform a test-fit space planning feasibility study of the new office space, which was used in the RFP for architectural services for complete design. The Board authorized the Executive Director to enter into a professional services agreement with Gelfand Partners Architects for architectural and engineering services for the RethinkWaste new office tenant improvement project.

During design, a future expansion of the second floor was anticipated and approved, and so the ground floor offices were designed for the future structural loads. Bid alternates 1 and 2 include design of a new structural system for the ground floor private offices' walls and lid to allow for the future buildout of additional habitable floor area above these spaces , and design of the second floor work areas with acoustically separated spaces for a more productive and respectful work area given there are 8 to 10 staff members assigned to work on this floor at any given time.

At its January 25, 2024, meeting the Board approved a construction contract with Foundry Construction, Inc. Construction began in March 2024 with completion in August 2024.

### **Fiscal Impact**

There are \$275,000 of capital expense funds budgeted in the FY2026 Adopted Budget to be used for this project.

#### **Attachments:**

Resolution 2026-16

Attachment A – RethinkWaste Second Floor Office Expansion Feasibility Study and Layouts



## RESOLUTION NO. 2026-16

### RESOLUTION APPROVING THE FEASIBILITY STUDY OF THE SECOND FLOOR OFFICE SPACE EXPANSION AND APPROVAL OF PLANS AND SPECIFICATIONS TO RELEASE AN RFP FOR ARCHITECTURAL SERVICES FOR THE SECOND FLOOR OFFICE EXPANSION PROJECT

**WHEREAS**, SBWMA had acquired property located at 1245 San Carlos Avenue, Suite E, San Carlos, California, to be used as its administrative office, which required tenant improvements prior to occupancy; and

**WHEREAS**, SBWMA retained Gelfand Partners Architects through a formal RFP process to provide architectural design and construction administration for the Administration Office Tenant Improvement Project; and

**WHEREAS**, the Board of Directors approved the additional funds for a reinforced structural system for the ground floor private offices' walls and lid to allow for the future buildout of additional habitable floor area above these spaces; and

**WHEREAS**, contraction of tenant improvements was completed in August 2024, and:

**WHEREAS**, the Executive Director executed a small contract with Gelfand Partners Architects to develop a feasibility study to expand the second floor office space over the ground floor private offices and found the Second Floor Office Expansion Project to be feasible in regards to not needing an additional staircase, toilet or HVAC load and the results were favorable—we do not need these additional elements; and

**NOW, THEREFORE, BE IT RESOLVED** that the South Bayside Waste Management Authority hereby approves the feasibility study of the second floor office space expansion and approval of plans and specifications to release an RFP for architectural services for the Second Floor Office Expansion Project.

**PASSED AND ADOPTED** by the Board of Directors of the South Bayside Waste Management Authority, County of San Mateo, State of California on this 26<sup>th</sup> day of March 2026 by the following vote:

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

I HEREBY CERTIFY that the foregoing Resolution No. 2026-16 was duly and regularly adopted at a regular meeting of the South Bayside Waste Management Authority on March 26, 2026.

ATTEST:

\_\_\_\_\_  
Adam Rak, Chairperson of SBWMA

\_\_\_\_\_  
Cyndi Urman, Clerk of the Board

## RethinkWaste Second Floor Office Expansion

Code Analysis

March 12, 2026

### Intent

The intent of this study is to understand the code implications and limitations of expanding the second floor of the RethinkWaste office at 1245 San Carlos Avenue onto the unoccupied first floor office lid.

### Project Background

During the first phase build-out of this project the suite was built from an empty space into the current configuration with a second floor, and single-story offices at the ground floor. At the time of the buildout, the project team anticipated a future expansion of the second floor, and so the ground floor offices were designed for the future structural loads. The second floor expansion project includes buildout of the space above the first floor offices and a short bridge to connect to the existing second floor.

### Code Background

The second floor was originally intended to be a mezzanine, but through the design and permit approval process during phase 1, became a second floor. The current buildout is a 1,057 sq.ft. second floor over a 2,665 sq.ft. first floor. Mezzanines are limited to 1/3 or less than the floor space below, and therefore the second floor cannot be considered a mezzanine. The fact that the second floor is not a “mezzanine” is documented in the permit response comments with the city of San Carlos.

### Code Implications

Based on our previous experience with the project, our team identified two areas of focus for code study:

1. Emergency Egress
2. Plumbing Fixture Count

#### Emergency Egress

1 <sup>st</sup> Floor Occupant Load:	Current: 74	Proposed: 74
2 <sup>nd</sup> Floor Occupant Load:	8	10
Total Occupant Load:	82	84

- Total occupant load: The suite contains three egress doors, none of which exceed their maximum with the addition of two occupants on the second floor

- Second floor occupant load: Per CBC 2025 Table 1006.3.4(2) The second floor is limited to 49 occupants before a second stairwell is required, as long as fire sprinklers are provided, and exit access travel distance does not exceed 100'. The current worst case travel distance is roughly 90', though this will vary based on bridge location and final configuration of the expansion.

Given the above information, a second stairwell is not required and all occupants may exit the second floor via the existing single stairwell.

Plumbing Fixture Count

The space currently includes one unisex accessible toilet room with sink, toilet and urinal; two private toilet rooms, and one shared sink. This is a total of two sinks, three toilets, and one urinal. This count was based on the California Plumbing Code using the fractional method.

In the case of this project, the plumbing fixture count is the limitation over fire egress. The new area on the second floor should be limited so the entire second floor does not exceed 1,500 sq.ft. An area greater than that will increase the occupant load to greater than 10 occupants which will trigger the requirement of an additional toilet.

Below is the fractional method of calculation, anticipating two additional occupants on the second floor:

<b>B = 22 Occupants (Business Use)</b>								
Gender	Toilet Ratio	Toilet Dec.	Lav Ratio	Lav Dec.	Toilet Count	Lav Count		
M	11	1/50	0.02	1/75	0.013	0.22	0.15	
F	11	1/15	0.067	1/50	0.02	0.73	0.22	
<b>A3 = 62 Occupants (Assembly Use)</b>								
Gender	Toilet Ratio	Toilet Dec.	Lav Ratio	Lav Dec.	Toilet Count	Lav Count		
M	31	1/100	0.01	1/200	0.005	0.31	0.16	
F	31	1:25	1	1/100	0.01	1.25	0.31	
		6x1/(50-26)	0.25					
					Total	M	0.53	0.30
					Total	F	1.98	0.53
					Round Up	M	1	1
					Round Up	F	2	1
					<b>Total Provided</b>		<b>3</b>	<b>2</b>
					<b>Total Required</b>		<b>3</b>	<b>2</b>

## **Other Considerations**

### HVAC

Preliminary discussions with a mechanical engineer indicates additional HVAC load is not anticipated because the volume of space being conditioned is constant. New enclosed spaces should receive new ducting and ventilation as needed to keep the spaces comfortable and to meet code.

### Head height

Some modifications and creativity may be required to fully utilize the new floor area due to limited areas of existing ductwork and pipes above the area to be expanded.

### Acoustics

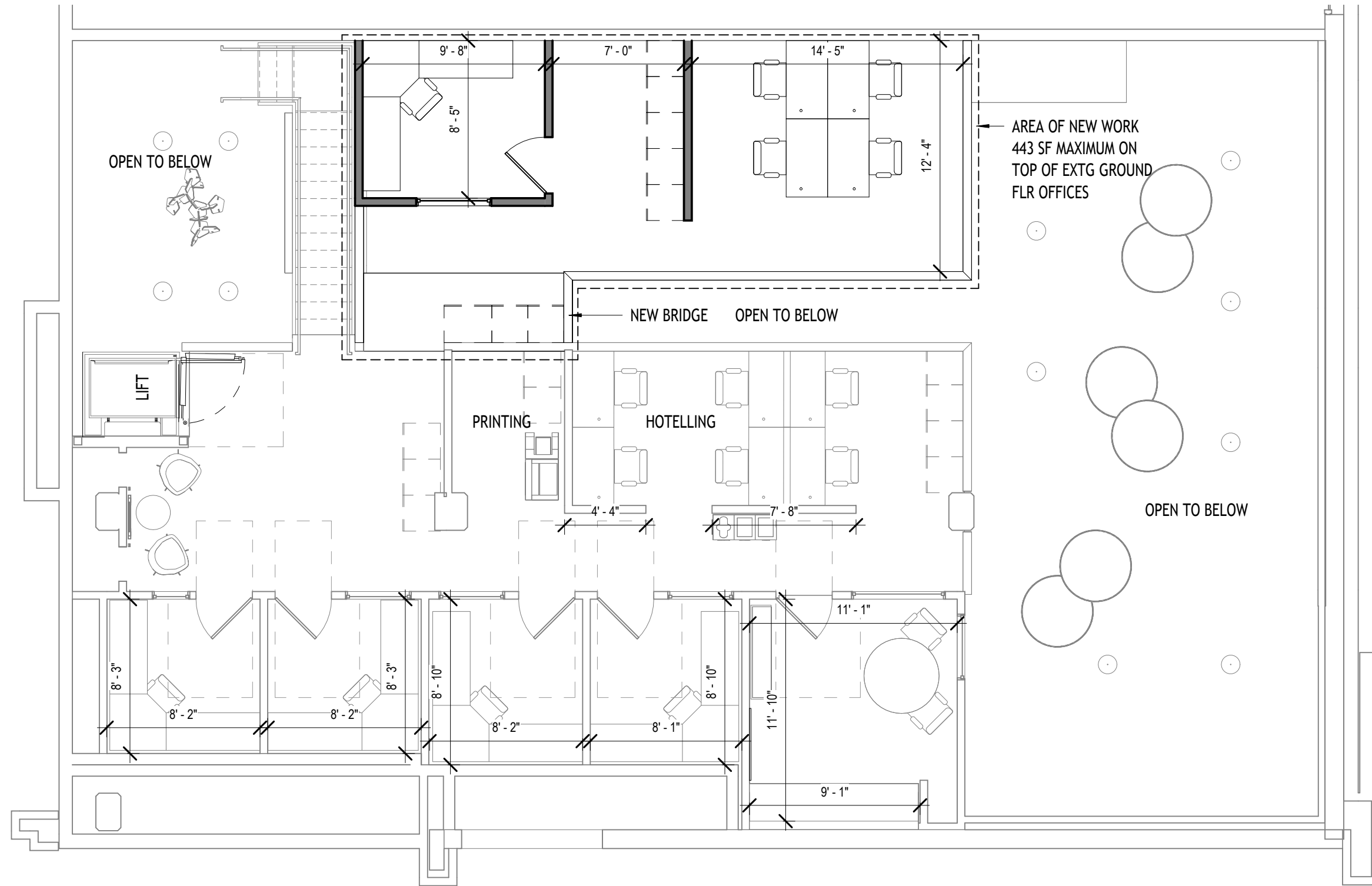
Special consideration should be taken to upgrade the floor/ceiling assembly at the area of expansion to account for acoustic separation between the new second floor area and the existing ground floor offices. Additional acoustical separation may also be required between the neighboring suite and the RethinkWaste office at the level of the new expansion. The original party wall does not provide enough acoustic separation to block all sound from a quiet office environment.

### Use of Expanded Area

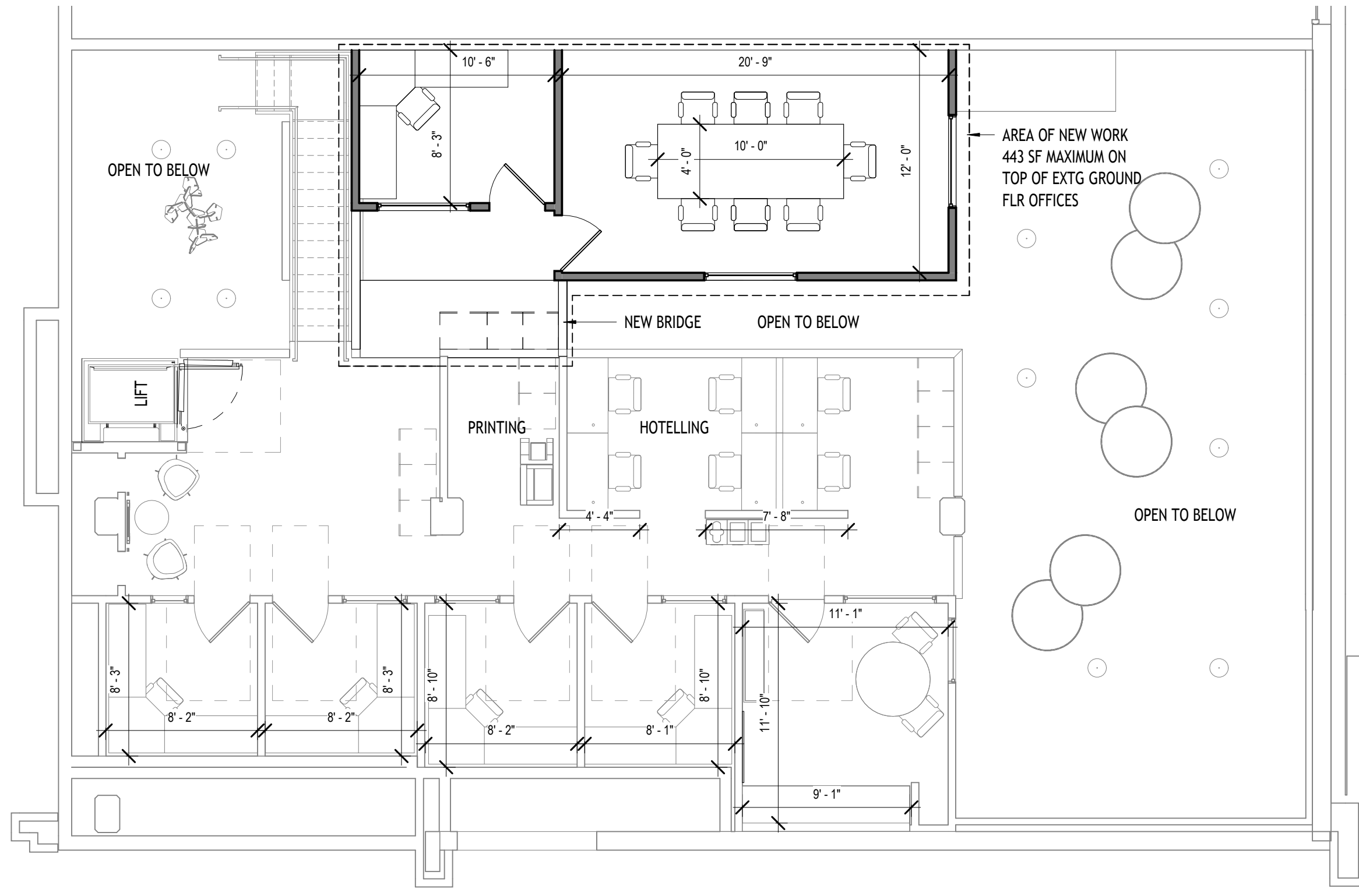
The study above assumes a general office use per the California Building Code, which requires 150 sq.ft. of floor space per person. The office expansion adds two occupants under this assumption. The entire second floor area is analyzed as a gross area which is required by code. If the space is used at a higher intensity, like a conference room, it would need to be considered general office and not a space that would add to the overall occupant load of the suite. A conference room requires 15 sq.ft. per person and would trigger additional plumbing fixtures. A team huddle room for existing staff on site, not exceeding 22 office workers and 62 assembly occupants of the first floor gathering space would comply with the plumbing code calculations and the number of provided fixtures.

## **Conclusion**

Given these findings we believe the project is feasible and would add expanded usability and value to the current suite.

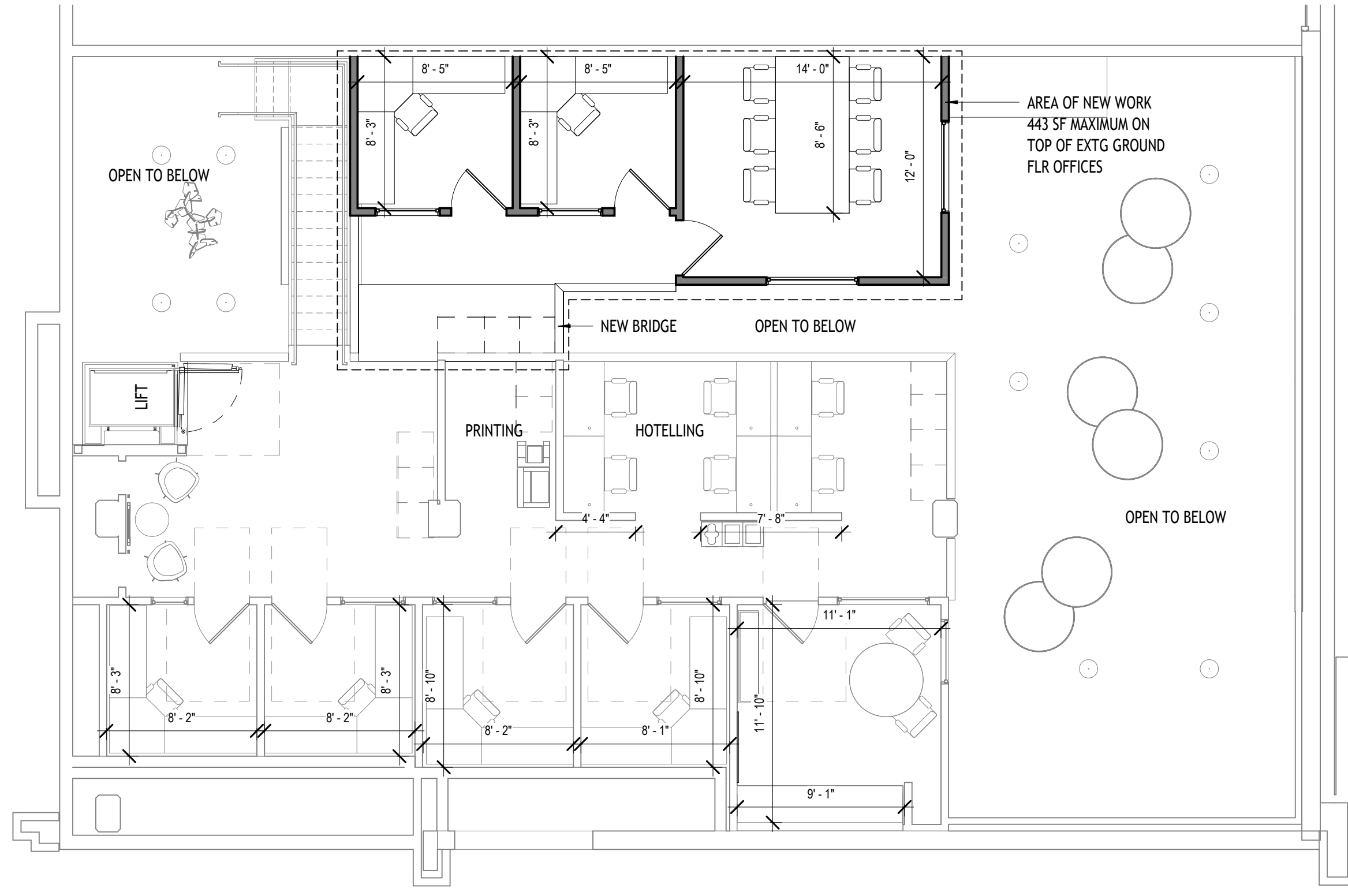


 **ReThinkWaste 2nd Floor Expansion | Option 1** 1



# ReThinkWaste 2nd Floor Expansion | Option 2

2



# ReThinkWaste 2nd Floor Expansion | Option 3



# COLLECTION AND RECYCLING PROGRAM SUPPORT AND COMPLIANCE





## STAFF REPORT

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**To:** RethinkWaste Board Members  
**From:** Reagan Chung, Recycling and Compliance Program Manager  
**Date:** March 26, 2026 Board of Directors Meeting  
**Subject:** Resolution Approving a 5-Year Contract with Ascent Environmental, Inc. in an amount not to exceed \$248,308.96 for Preparation of Electronic Annual Reports for Nine RethinkWaste Jurisdictions

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### Recommendation

It is recommended that the RethinkWaste Board of Directors approve Resolution No 2026-17 attached hereto authorizing the approval of a 5-Year Contract with Ascent Environmental, Inc. in an amount not to exceed \$248,308.96 for Preparation of Electronic Annual Reports for Nine RethinkWaste Jurisdictions

### Summary

To meet the requirements of California state law for annual solid waste reporting and compliance with Senate Bill (SB) 1383 and following a public procurement process conducted through a Request for Qualifications (RFQ), staff recommends entering into a contract with Ascent Environmental, Inc. for the preparation of CalRecycle Electronic Annual Reports (EARs) for nine RethinkWaste Member Agencies. The proposed contract term is five years, for a total amount not to exceed \$248,308.96.

### Analysis

As a highly valued service to its Member Agencies, RethinkWaste provides annual support in the preparation and submission of the required CalRecycle Electronic Annual Report (EAR). RethinkWaste assists all Member Agencies with this effort, with the exception of the County of San Mateo, which submits its own report directly to CalRecycle. Since 1999, this technical support has been completed by Ascent Environmental, Inc..

On January 7, 2026, a Request for Qualifications (RFQ) for technical support services to prepare CalRecycle Electronic Annual Reports (EARs) was released. By the February 23, 2026 submission deadline, RethinkWaste received one proposal and it was from Ascent Environmental, Inc.. RethinkWaste staff reviewed and evaluated the submitted proposal and determined that Ascent Environmental, Inc. is qualified to perform the requested services.

Based on the firm's extensive experience supporting the Agency, familiarity with the service area, understanding of reporting requirements for CalRecycle, and strong references from Recology and Member Agency staff citing the firm's responsiveness and quality of work, staff recommends selecting Ascent Environmental, Inc. to provide technical support services for preparation of the Electronic Annual Reports (EARs). Additionally, the firm's experience with Senate Bill (SB) 1383 requirements will be valuable as statewide reporting increasingly focuses on compliance and enforcement in future reporting cycles.

The proposed contract with Ascent Environmental, Inc. is included as Exhibit A and contains the full scope of work, project timeline, and detailed cost proposal.

### **Background**

RethinkWaste provides support on behalf of its Member Agencies in the preparation and submittal of their Electronic Annual Reports (EARs) to CalRecycle. The Electronic Annual Report (EAR) serves as each jurisdiction's annual self-assessment of compliance with the Integrated Waste Management Act of 1989 (AB 939). Under state law, every city with approved planning document, such as a Source Reduction and Recycling Element (SRRE), must complete and submit this report. The Electronic Annual Reports (EAR) summarizes each jurisdiction's progress in implementing waste reduction programs and meeting state requirements, including those related to Senate Bill (SB) 1383 the Short-Lived Climate Pollutant Reduction Strategy.

### **Fiscal Impact**

The adopted FY2026 budget has \$50,000 designated for these technical services from the SB 1383 Technical Assistance line item (line item 59).

### **Attachments:**

Resolution 2026-17

- Exhibit A – Proposed Contract with Ascent Environmental, Inc. for Preparation of CalRecycle's Electronic Annual Reports For Nine RethinkWaste Member Agencies
- Attachment A – [Ascent Environmental, Inc. RFQ Response Document – available only online at www.rethinkwaste.org](http://www.rethinkwaste.org)
- Attachment B – [RethinkWaste Request for Qualifications \(RFQ\) to prepare and submit ten Electronic Annual Reports \(EARs\) to the Department of Resource, Recovery and Recycling \(CalRecycle\) on behalf of RethinkWaste's Member Agencies – Available online only at www.rethinkwaste.org](http://www.rethinkwaste.org)



## RESOLUTION NO. 2026-17

### RESOLUTION OF THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY (RETHINKWASTE) BOARD OF DIRECTORS TO APPROVE A 5-YEAR CONTRACT WITH ASCENT ENVIRONMENTAL, INC. IN AN AMOUNT NOT TO EXCEED \$248,308.96 FOR PREPARATION OF ELECTRONIC ANNUAL REPORTS FOR NINE RETHINKWASTE JURISDICTIONS.

**WHEREAS**, the RethinkWaste Board of Directors has considered entering into an agreement with Ascent Environmental, Inc. for the purpose of providing the following services:

Preparation of CalRecycle’s Electronic Annual Reports (EARs) for Nine RethinkWaste Member Agencies for five years starting May 4, 2026 as described in the contract attached hereto as Exhibit A, and;

**WHEREAS**, the California Integrated Waste Management Act of 1989 (AB 939) requires jurisdictions to demonstrate ongoing progress towards reducing solid waste disposal, achieving per capita disposal targets, and implementing successful waste reduction and diversion programs;

**WHEREAS**, California’s Short-Lived Climate Pollutant Strategy Senate Bill (SB) 1383 requires jurisdictions to demonstrate ongoing progress toward increasing organic waste diversion and report its implementation with the requirements of SB 1383 annually;

**WHEREAS**, RethinkWaste provides support on behalf of nine Member Agencies to prepare and submit the annual Electronic Annual Reports (EARs) to CalRecycle;

**NOW, THEREFORE BE IT RESOLVED** that the South Bayside Waste Management Authority hereby approves a 5-Year Contract with Ascent Environmental, Inc. in an amount not to exceed \$248,308.96 for Preparation of Electronic Annual Reports for Nine RethinkWaste Jurisdictions.

**PASSED AND ADOPTED** by the Board of Directors of the South Bayside Waste Management Authority, County of San Mateo, State of California on the 26<sup>th</sup> Day of March, 2026 by the following vote:

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

I HEREBY CERTIFY that the foregoing Resolution No. 2026-17 was duly and regularly adopted at a regular meeting of the South Bayside Waste Management Authority on March 26, 2026.

ATTEST:

\_\_\_\_\_  
Michael Brownrigg, Chairperson of RethinkWaste  
(South Bayside Waste Management Authority)

\_\_\_\_\_  
Cyndi Urman, Clerk of the Board



A Public Agency

PROFESSIONAL SERVICES AGREEMENT  
FOR  
PREPARATION OF ELECTRONIC ANNUAL REPORTS FOR NINE (9)  
RETHINKWASTE JURISDICTIONS

This Agreement is made and entered into as of the 4<sup>th</sup> of May, 2026 by and between the SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY hereinafter called "AUTHORITY" and ASCENT ENVIRONMENTAL, INC. DBA ASCENT hereinafter called "CONSULTANT".

RECITALS

This Agreement is entered into with reference to the following facts and circumstances:

- A. That AUTHORITY desires to engage CONSULTANT to provide professional services;
- B. That CONSULTANT is qualified to provide such services to the AUTHORITY and;
- C. That the AUTHORITY has elected to engage the services of CONSULTANT upon the terms and conditions as hereinafter set forth.

- 1. Services. The services to be performed by CONSULTANT under this Agreement shall include those services set forth in Exhibit A, attached hereto and, by this reference, made a part hereof ("Services").

Performance of the Services specified in Exhibit A is hereby made an obligation of CONSULTANT under this Agreement, subject to any changes that may be made subsequently hereto upon the mutual written agreement of the parties.

Where in conflict, the terms of this Agreement supersede and prevail over any terms set forth in Exhibit A.

- 2. Term. The term of this Agreement shall commence upon the date hereinabove written through May 4, 2030, unless terminated earlier pursuant to Section 10 of this Agreement.
- 3. Schedule. Time is of the essence in the performance of Services under this Agreement. CONSULTANT shall complete the Services within the term of this Agreement and in accordance with the schedule set forth in Exhibit A. Any Services for which times for performance are not specified in this Agreement shall be commenced and completed by CONSULTANT in a reasonably prompt and timely manner based upon the circumstances and direction communicated to the CONSULTANT. AUTHORITY'S agreement to extend the term or the schedule for performance shall not preclude

recovery of damages for delay if the extension is required due to the fault of CONSULTANT.

4. Compensation; Expenses; Payment. AUTHORITY shall compensate CONSULTANT for the performance of all Services and reimbursable expenses described in Exhibit A, as follows: AUTHORITY shall pay the amount of Forty-Seven Thousand Two Hundred and Forty dollars (\$47,240.00) for the first year (2026) term of the Agreement. During the four succeeding calendar year terms, 2027, 2028, 2029, and 2030, the total annual amount shall be 2.5% above the previous year. The total not to exceed amount is \$248,308.96 for all five years of the agreement.

Notwithstanding the foregoing, the combined total of compensation and reimbursement of costs payable hereunder shall not exceed the total sum of above for all five years of the agreement, and to total for each year of the agreement listed in Exhibit A unless the performance of Services and/or reimbursement of costs and expenses in excess of said amounts have been approved in advance of performing such Services or incurring such costs and expenses by AUTHORITY's Executive Director (for contracts less than \$60,000) or AUTHORITY Board (for contracts \$60,000 or more) evidenced by motion duly made and carried.

Compensation and reimbursement of costs and expenses hereunder shall be payable upon monthly billing therefor by CONSULTANT to AUTHORITY, which billing shall include an itemized statement, briefly describing by task and labor category or cost/expense items billed as, as more particularly described in Exhibit B, attached hereto and by this reference made a part hereof.

5. Additional Services. In the event AUTHORITY desires the performance of additional services not otherwise included within the Services described in Exhibit A, such services shall be authorized in advance of the performance thereof by AUTHORITY's Executive Director (for contracts less than \$60,000) or AUTHORITY Board (for contracts \$60,000 or more) by motion duly made and carried. Such amendment to this Agreement shall include a description of the services to be performed thereunder, the maximum compensation and reimbursement of costs and expenses payable therefor, the time of performance thereof, and such other matters as the parties deem appropriate for the accomplishment of such services. Except to the extent modified by written amendment, all other terms and conditions of this Agreement shall be deemed incorporated in each such amendment.
6. Records. CONSULTANT shall keep and maintain accurate records of all time expended, and costs and expenses incurred relating to Services to be performed by CONSULTANT hereunder. Said records shall be available to AUTHORITY for review and copying during regular business hours at CONSULTANT's place of business or as otherwise agreed upon by the parties.

7. Reliance on Professional Skill of CONSULTANT. CONSULTANT represents that it has the necessary professional skills to perform the Services required and the AUTHORITY shall rely on such skills of the CONSULTANT to do and perform the work. In performing Services hereunder CONSULTANT shall adhere to the standards generally prevailing for the performance of expert consulting services similar to those to be performed by CONSULTANT hereunder.
8. Documents. All documents, plans, drawings, renderings, and other papers, or copies thereof, as finally rendered, prepared by CONSULTANT pursuant to the terms of this Agreement, shall, upon preparation and delivery to AUTHORITY, become the property of AUTHORITY.
9. Relationship of Parties. It is understood that the relationship of CONSULTANT to the AUTHORITY is that of an independent contractor and all persons working for or under the direction of CONSULTANT are its agents or employees and not agents or employees of the AUTHORITY.
10. Termination or Suspension of Agreement or Services.
  - (a) The AUTHORITY may suspend the performance of the Services, in whole or in part, or terminate this Agreement, with or without cause, by giving ten (10) days prior written notice thereof to CONSULTANT. Upon receipt of such notice, CONSULTANT will immediately discontinue its performance of the Services.
  - (b) CONSULTANT may terminate this Agreement or suspend its performance of the Services by giving thirty (30) days prior written notice thereof to AUTHORITY, but only in the event of a substantial failure of performance by AUTHORITY.
  - (c) Upon such suspension or termination, CONSULTANT shall deliver to the AUTHORITY immediately any and all copies of studies, sketches, drawings, computations, and other data, whether or not completed, prepared by CONSULTANT or its contractors, if any, or given to CONSULTANT or its contractors, if any, in connection with this Agreement. Such materials will become the property of AUTHORITY.
  - (d) Upon such suspension or termination by AUTHORITY, CONSULTANT will be paid for the Services rendered or materials delivered to AUTHORITY in accordance with the scope of services on or before the effective date (i.e., 10 days after giving notice) of suspension or termination; provided, however, if this Agreement is suspended or terminated on account of a default by CONSULTANT, AUTHORITY will be obligated to compensate CONSULTANT only for that portion of CONSULTANT's services which are of direct and immediate benefit to AUTHORITY as such determination may be made by the Executive Director acting in the reasonable exercise of his/her discretion. The following Sections will survive any expiration or termination of this Agreement: 11, 12, 13, 10(d), and 15.

(e) No payment, partial payment, acceptance, or partial acceptance by AUTHORITY will operate as a waiver on the part of AUTHORITY of any of its rights under this Agreement.

11. Indemnity. To the fullest extent allowed by law, CONSULTANT hereby agrees to defend, indemnify, and save harmless AUTHORITY, its boards, officers, employees and agents, from and against any and all claims, suits, actions liability, loss, damage, expense, cost (including, without limitation, costs and fees of litigation) of every nature, kind or description, which may be brought against, or suffered or sustained by, AUTHORITY, its boards, officers, employees, and agents caused by, or alleged to have been caused by, the negligence, intentional tortuous act or omission, or willful misconduct of CONSULTANT, its officers, employees, subcontractors or agents in the performance of any services or work pursuant to this Agreement.

The duty of CONSULTANT to indemnify and save harmless, as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

CONSULTANT’s responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law.

The defense and indemnification obligations of this agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained within this Agreement.

12. Insurance. CONSULTANT shall acquire and maintain Workers’ Compensation, employer’s liability, commercial general liability, owned and non-owned and hired automobile liability, professional liability and cyber liability insurance coverage relating to CONSULTANT’s services to be performed hereunder covering AUTHORITY’s risks in form subject to the approval of the AUTHORITY Attorney and/or AUTHORITY’s Risk Manager. The minimum amounts of coverage corresponding to the aforesaid categories of insurance per insurable event, shall be as follows:

<u>Insurance Category</u>	<u>Minimum Limits</u>
Workers’ Compensation	statutory minimum
Employer’s Liability	\$1,000,000 per accident for bodily injury or disease
Commercial General Liability	\$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury, personal injury, and property damage
Automobile Liability	\$1,000,000 per accident for bodily injury and property damage (coverage required

to the extent applicable to CONSULTANT's vehicle usage in performing services hereunder)

<sup>1</sup>Professional Liability \$1,000,000 per claim and aggregate

Cyber Liability \$1,000,000 per claim and annual aggregate with a carrier with an A.M. Best rating of A VI (also titled Network Security/Cyber/Privacy liability)

The requirements for coverage and limits shall be the greater of either (1) the minimum coverage and limits specified in this Agreement or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named Insured.

CONSULTANT agrees to include with all subcontractors in their subcontracts the same requirements and provisions of this agreement including the indemnity and insurance requirements to the extent they apply to the scope of the subcontractor's work. Subcontractors hired by CONSULTANT shall agree to be bound to CONSULTANT and AUTHORITY in the same manner and to the same extent as CONSULTANT is bound to AUTHORITY under this Agreement and its accompanying documents. Subcontractors shall further agree to include these same provisions with any sub-subcontractors. A copy of the indemnity and insurance provisions of this Agreement will be furnished to the Subcontractor upon request. CONSULTANT shall require all subcontractors to provide a valid certificate of insurance and the required endorsements included in the subcontract agreement and will provide proof of compliance to the AUTHORITY prior to commencement of any work by the subcontractor.

Applicable to Workers Compensation, Employers Liability, Commercial General Liability, and Automobile Liability policies, concurrently with the execution of this Agreement, CONSULTANT shall, on the Insurance Coverage form provided in Exhibit C, or equivalent, furnish AUTHORITY with certificates and copies of information or declaration pages of the insurance required hereunder and, with respect to evidence of commercial general liability and automobile liability insurance coverage, original endorsements:

- (a) Precluding cancellation or reduction in per occurrence limits before the expiration of thirty (30) days (10 days for nonpayment) after AUTHORITY shall have received written notification of cancellation in coverage or reduction in per occurrence limits by first class mail;

<sup>1</sup> Note: Professional liability insurance coverage is not required if the CONSULTANT is not providing a service regulated by the state. (Examples of service providers regulated by the state are insurance agents, professional engineers, doctors, certified public accountants, lawyers, etc.) Please check and initial the following if professional liability is **NOT** required for this agreement.

- (b) Naming the South Bayside Waste Management Authority, its officers, boards, employees, and agents, as additional insureds; and
- (c) Providing that CONSULTANT's insurance coverage shall be primary insurance with respect to South Bayside Waste Management Authority, its officers, boards, employees, and agents, and any insurance or self-insurance maintained by AUTHORITY for itself, its officers, boards, employees, and agents shall be in excess of CONSULTANT's insurance and not contributory with it. CONSULTANT and its insurer may not seek contribution from AUTHORITY's insurance or self-insurance.

The limits of insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of AUTHORITY, to the extent required by this Agreement, before the AUTHORITY's insurance or self-insurance may be called upon to protect AUTHORITY as a named Insured.

All self-insured retentions (SIR) must be disclosed to AUTHORITY for approval and shall not reduce the limits of liability coverage. Policies containing and SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named CONSULTANT/Named Insured or AUTHORITY.

AUTHORITY reserves the right to obtain a full certified copy of any insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of right to exercise later.

Any and all Subcontractors shall agree to be bound to CONSULTANT and AUTHORITY in the same manner and to the same extent as CONSULTANT is bound to AUTHORITY under this Agreement. Subcontractors shall further agree to include the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, in any agreement with sub-subcontractors to the extent that they apply to the scope of the sub-subcontractor's work. A copy of the indemnity and insurance provisions of this Agreement shall be furnished to any subcontractor upon request.

CONSULTANT shall maintain insurance as required by this Agreement to the fullest amount allowed by law and shall maintain insurance for a minimum of five (5) years following completion of Services. In the event CONSULTANT fails to obtain or maintain completed operations coverage as required by this Agreement, the AUTHORITY at its sole discretion may purchase the coverage required and the cost will be paid by CONSULTANT.

13. WORKERS' COMPENSATION. CONSULTANT certifies that he is aware of the provisions of the Labor Code of the State of California which require

every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and CONSULTANT certifies that he will comply with such provisions before commencing the performance of the work of this agreement.

14. NON-DISCRIMINATION. The CONSULTANT will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The CONSULTANT will take affirmative action to ensure that applicants are employed, and the employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, advancement, demotion, transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The CONSULTANT shall at all times be in compliance with the requirements of the Federal Americans With Disabilities Act (Public Law 101-336) which prohibits discrimination on the basis of disability by public entities. The CONSULTANT agrees to post in conspicuous places available to employees and applicants for employment any notices provided by the AUTHORITY setting forth the provisions of this non-discrimination clause.
15. Notice. All notices required by this Agreement shall be given to the AUTHORITY and CONSULTANT in writing, by first class mail, postage prepaid, addressed as follows:

AUTHORITY: RethinkWaste  
1245 San Carlos Ave. Suite E  
San Carlos, CA 94070  
Attention: Reagan Chung, Recycling  
Programs Compliance Manager  
Cyndi Urman Authority Clerk / Sr.  
Management Analyst

CONSULTANT: ASCENT ENVIRONMENTAL, INC. DBA ASCENT  
Nanette Hansel  
455 CAPITOL MALL  
SUITE 300  
SACRAMENTO, CA 95814  
916-444-7301  
[nanette.hansel@ascent.inc](mailto:nanette.hansel@ascent.inc)

16. Non-Assignment. This Agreement is not assignable either in whole or in part.
17. Amendments. This Agreement may be amended or modified only by written agreement signed by both parties.

18. Validity. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
19. Governing Law. This Agreement shall be governed by the laws of the State of California and any suit or action initiated by either party shall be brought in the County of San Mateo, California. In the event of litigation between the parties hereto to enforce any provision of the Agreement, the unsuccessful party will pay the reasonable attorney's fees and expenses of litigation of the successful party.
20. Mediation. Should any dispute arise out of this Agreement, the parties shall meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. Neither party shall be permitted to file legal action without first meeting in mediation and making a good faith attempt to reach a mediated resolution. The costs of the mediator, if any, shall be paid equally by the parties. If a mediated settlement is reached neither party shall be deemed the prevailing party for purposes of the settlement and each party shall bear its own legal costs.
21. Conflict of Interest. CONSULTANT may serve other clients, but none that would place CONSULTANT in a "conflict of interest" as that term is defined in State law.
22. Entire Agreement. This Agreement, including Exhibits A, B, and C, comprises the entire Agreement.
23. Authorization. This Agreement becomes effective when endorsed by both parties in the space provided below. The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities.
24. Counterparts. This Agreement may be signed in multiple counterparts, which shall, when executed by all the parties, constitute a single binding agreement.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have caused this Agreement to be executed on the date first written above.

SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY

Dated: \_\_\_\_\_

\_\_\_\_\_  
Michael Brownrigg, RethinkWaste Board Chair

ATTEST:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Cyndi Urman, Board Secretary

APPROVED AS TO FORM

Dated: \_\_\_\_\_

\_\_\_\_\_  
Jean Savaree, Legal Counsel

CONSULTANT

Dated: 3/16/2026  
\_\_\_\_\_

DocuSigned by:  
*Nanette Hansel* \_\_\_\_\_  
C7A0D2E5B1A54BB...  
Nanette Hansel, Principal

## HIBIT A

### SCOPE OF WORK, WORK SCHEDULE, AND FEE SCHEDULE FOR PREPARATION OF ELECTRONIC ANNUAL REPORTS FOR NINE (9) RETHINKWASTE JURISDICTIONS

#### **INTRODUCTION**

RethinkWaste has engaged CONSULTANT to prepare and submit Electronic Annual Report (EAR) to CalRecycle. The CalRecycle EAR describes the progress a jurisdiction has made in achieving the requirements of the California Integrated Waste Management Act of 1989 and California Senate Bill (SB) 1383 Short-Lived Climate Pollutant (SLCP). The report is the jurisdiction's self-assessment of its progress in implementing the Act and SB 1383, that every city with an approved planning document (in our case, a source reduction and recycling element-SRRE) must comply with. The report summarizes each jurisdiction's progress in reducing solid waste as required by these California State Laws.

#### **BACKGROUND**

The scope of work includes preparing, completing, and submitting nine (9) Electronic Annual Reports (EAR) to CalRecycle by the annual August 1 deadline on behalf of the Agency's Member Agencies: the cities of Belmont, Burlingame, East Palo Alto, Foster City, Menlo Park, Redwood City, San Carlos, and San Mateo, and the Town of Hillsborough. In addition, this scope includes data gathering and summarization to support the County of San Mateo's Franchised Areas' Electronic Annual Report; however, the County will retain responsibility for submitting its own report. RethinkWaste will complete and submit required EAR reporting for the West Bay Sanitary District.

#### **Task 1:**

##### **Solicit EAR Reportable Information from Member Agencies, Franchised hauler(s), County of San Mateo**

###### Deliverables:

Send a request for information letter/email to each jurisdiction, franchised hauler(s), County of San Mateo (for Edible Food Recovery), giving them several weeks to reply. Make follow-up phone calls or emails to member agency staff, franchised hauler(s), County of San Mateo, to receive and clarify information received.

#### **Task 2:**

##### **Draft and produce Draft copies of EAR report for review**

###### Deliverables:

Based on the discussions and information received from each jurisdiction, franchised hauler(s), County of San Mateo, create draft copies of EAR for member agency staff and AUTHORITY staff to review before submitting by August 1 deadline.

#### **Task 3:**

##### **Produce final versions of the EAR reports and submit by August 1 deadline**

###### Deliverables:

CONSULTANT will work directly with AUTHORITY and member agency staff to produce final versions of the electronic annual reports.

CONSULTANT will receive authorization for submittal directly from AUTHORITY and member agency representatives.

**Task 4:  
EAR Amendments**

Deliverables:

If needed, CONSULTANT will work directly with AUTHORITY and member agency staff to submit any corrections for the EARs.

**SCHEDULE OF PERFORMANCE**

CONSULTANT shall perform Services so as to complete each milestone within the number of days/weeks specified below. The time to complete each milestone may be increased or decreased by mutual written agreement of the project managers for CONSULTANT and SBWMA so long as all Services are completed within the term of the Agreement. CONSULTANT shall provide a detailed schedule of Services consistent with the schedule below within 2 weeks of receipt of the notice to proceed.

Milestones No. of Days/Weeks	Completion
	From NTP
1. By August 1 deadline	Complete and submit Listed 9-member agency EARs
2. By first week of June	Send out request for information to member agencies, franchised hauler(s), County of San Mateo, for EAR reporting
3. By mid-July	Send out draft copies of EAR for member agency reviews

### COMPENSATION

The AUTHORITY agrees to compensate the CONSULTANT for professional services performed in accordance with the terms and conditions of this Agreement based on the hourly rate schedule attached.

The compensation to be paid to CONSULTANT under this Agreement for all services, additional services, and reimbursable expenses shall not exceed the amount(s) stated in Section 4 of this Agreement. CONSULTANT agrees to complete all Services and Additional Services, including reimbursable expenses, within this/these amount(s). Any work performed or expenses incurred for which payment would result in a total exceeding the maximum amount of compensation set forth in this Agreement shall be at no cost to the AUTHORITY. Compensation for each year of the contract shall not exceed the following totals:

	CPI Increase		Total
First Year Not to Exceed Amount	0.0%	\$0.00	<b>\$47,240.00</b>
Second Year Costs (2.5% CPI)	2.5%	\$1,181.00	<b>\$48,421.00</b>
Third Year Costs (2.5% CPI)	2.5%	\$1,210.53	<b>\$49,631.53</b>
Fourth Year Costs (2.5% CPI)	2.5%	\$1,240.79	<b>\$50,872.31</b>
Five Year Costs (2.5% CPI)	2.5%	\$1,271.81	<b>\$52,144.12</b>
Total Not to Exceed over Five Years	<b>Total</b>	<b>\$4,904.12</b>	<b>\$248,308.96</b>

EXHIBIT B

**SAMPLE INVOICE**

INVOICE

Your Company Name  
 Address  
 City State Zip  
 Phone Number

Date:  
 Project Number:  
 Invoice Number:

RethinkWaste  
 Attn: **Project Manager**  
 1245 San Carlos Ave., Suite E  
 San Carlos, CA 94070

SBWMA Project: **Project Title**  
 Invoice for Professional Services from 1/1/21 to 1/31/21

TASK 1 TITLE/Description

Professional Personnel:	Hours:	Rate:	Amount:
John Doe	1.5	\$200.00	\$300.00
Jane Smith	1.0	\$100.00	\$100.00
<b>TOTALS:</b>	<b>2.0</b>		<b>\$400.00</b>

TOTAL THIS TASK: \$400

TASK 2 TITLE/Description

Professional Personnel:	Hours:	Rate:	Amount:
John Doe	3.0	\$200.00	\$600.00
<b>TOTALS:</b>	<b>3.0</b>		<b>\$600.00</b>

TOTAL THIS TASK: \$600.00

**TOTAL THIS INVOICE \$1,000.00**

**BILLING LIMITS:**

Total Contract Amount		\$10,000.00
Prior Invoices	0%	\$0.00
Current Contract Balance	100%	\$10,000.00
<b>This Invoice</b>	<b>10%</b>	<b>\$1,000.00</b>
<b>Contract Balance</b>	<b>90%</b>	<b>\$9,000.00</b>

## EXHIBIT C

### INSURANCE FORMS

CONSULTANT shall provide, in addition to the Certificates of Insurance, original Endorsement affecting the coverages specified in Section 12 - INSURANCE of the Agreement on the attached form. No substitute form will be accepted.

#### **ATTACHED**

1. Insurance Coverage Form







# SHOREWAY OPERATIONS AND CONTRACT MANAGEMENT





## STAFF REPORT

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**To:** RethinkWaste Board Members  
**From:** Joanne Nghiem, Associate Engineer  
**Date:** March 26, 2026 Board of Directors Meeting  
**Subject:** Resolution Authorizing Executive Director to Execute Contracts up to \$180,000 for the Outdoor Education Area Refresh Project

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### Recommendation

It is recommended that the SBWMA Board of Directors approve Resolution No. 2026-19 attached hereto authorizing Executive Director to execute contracts up to \$180,000 for the Outdoor Education Area Refresh Project. This project is eligible for Green Bond funding. If approved, this will have no impact on the Agency's FY2026 Adopted Budget.

### Summary

RethinkWaste has an award-winning Shoreway Tour program that launched in 2012 and continues to set the industry standard. We pride ourselves in providing community-based, environmental, educationally-themed annual programs that foster public engagement such as Earth Day, Rethink Recycling Day, the Trash to Art and Poster Contests, and numerous more community outreach events. The Outdoor Education Area, located at the Shoreway Facility, is an integral part of the success of these programs, as a welcoming space to host tours and community events. In addition, this outdoor space is used daily by facility staff during their breaks.

As we continue to take our programs to the next level, refreshing the Outdoor Education Area is an opportunity to increase public engagement, represent the high level of standards of our rich programs, and support the comfort of the hardworking staff that work at the Shoreway facility every day. Staff recommends refreshing the area to add more and improved sun and rain coverage, relevel the ground cover, add a Transfer Station tunnel observation deck, replace the drinking fountain for a wash station, improve the layout, and numerous small updates to educational signage and high-impact, environmentally-themed art for the purpose of increasing the functionality of this space. The Outdoor Education Area is the first point of contact to our agency visitors and tour guests and has proven to be a valuable resource for the community and the Agency.

### Analysis

Staff began the Outdoor Education Area Refresh project in 2025 by contracting with landscaping specialists Scapes, Inc. to clear out the southmost vegetation area and add two (2) freestanding pergola shade structures which totaled \$25,000. The purpose of these pergolas is to address RethinkWaste tour staff's most pressing need to increase sun and rain coverage over the outdoor tables, which are used year-round during tours and community events. This work was budgeted and spent in the FY2025 adopted budget. This project is continuing with \$60,000 of work this year to pave the area under the pergolas with pavers, procure more functional tables to place under the pergolas, concrete walkway improvements, replacing the drinking fountain with a more functional wash station, installation of a reclaimed art sculpture, and landscaping. This work is budgeted in the FY2026 adopted budget. It is anticipated that this work will be completed by Earth Day, April 25, 2026.

Staff has identified an expanded scope for this project based on input from site guests, facility staff, and RethinkWaste tour staff (see table below). Upon approval, the site utilization value of this outdoor space will be greatly increased and well-positioned to meet the Agency's outreach and environmental educational goals in the future.

Year	Item	Cost	
		Budgeted	Proposed to be Green Bond Funded <i>(No FY2026 budget impact)</i>
2025	Two (2) pergola shade structures, landscaping	\$25,000	
2026	Paving, tables, wash station, reclaimed art sculpture, landscaping	\$60,000	
	Wood pergola shade structure (replace existing fabric sail shade structure)		\$80,000
	Mural art		\$30,000
	Transfer Station tunnel observation deck		\$20,000
	Landscaping and water feature		\$20,000
	Art displays and signs		\$15,000
	Miscellaneous		\$15,000
<b>Project Total</b>		\$265,000	
<b>Total Proposed to be Green Bond Funded</b>			<b>\$180,000*</b>

\*No FY 2026 operating budget impact due to Green Bond Fund project eligibility.

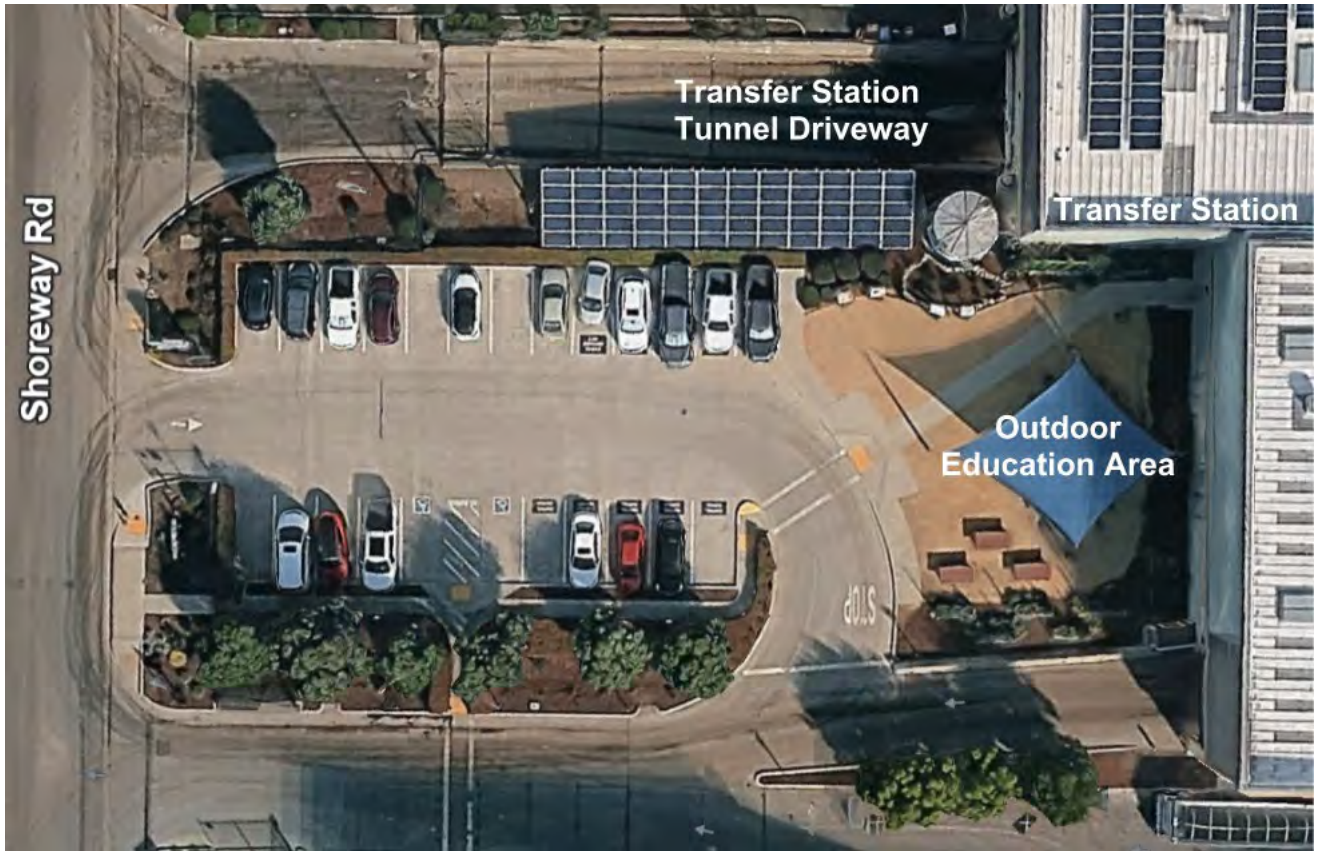
Staff presented this project and expanded scope to the Public Education & Outreach Committee on March 10, 2026 and received positive feedback and great support from committee members on how this work will transform the space and very importantly, elevate our brand image, which will build a strong identify and presence for us in the community. With these improvements, we will continue to create an environment that is impactful, welcoming, inclusive, and accessibility friendly.

**Background**

The Outdoor Education Area is approximately 7,000 square feet of outdoor space located in between the Transfer Station and the public visitor parking lot (see site map below). The Outdoor Education Area is a mostly unpaved outdoor area comprised of a fabric sail shade structure (approximately 1,200 square feet), tables, benches, a storage shed, a drinking water fountain, various plants and planters, a 10,000 gallon rain water collection tank, and a series of sidewalks/walking paths that lead from the parking lot to the Transfer Station. There are also numerous educational signs posted throughout the area for the purpose of public engagement and education.

The shade sail structure was installed in 2013 and over the past 13 years, the fabric of the sail has become heavily worn with numerous holes/rips negating its ability to perform its function of providing cover for sun and rain. In addition, the ground cover is mostly made up of decomposed granite (DG), small, crushed rock particles

that serve as a versatile, low-maintenance, and permeable ground cover ideal for drought-tolerant landscaping. With heavy foot traffic, this ground cover has become uneven, with multiple small potholes and moss growing throughout.



**Fiscal Impact**

The additional funds of \$180,000 to expand the Outdoor Education Area Refresh project would come from the Agency's existing Green Bond Funds.

**Attachments:**

Resolution 2026-19

Attachment A – Outdoor Education Area Refresh Proposed Site Plan

[Attachment B – Presentation - Shoreway Outdoor Education Area Refresh Update to be given by Joanne Nghiem at the March 26, 2026 Board of Directors Meeting – available online only at www.rethinkwaste.org](#)



## RESOLUTION NO. 2026-19

### RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO EXECUTE CONTRACTS UP TO \$180,000 FOR THE OUTDOOR EDUCATION AREA REFRESH PROJECT

**WHEREAS**, the Outdoor Education Area is approximately 7,000 square feet of outdoor space located at the Shoreway Environmental Center, complete with a 10,000 gallon rainwater harvest tank, a composting and gardening demonstration area, a seating area under a fabric shade canopy, and educational exhibits on conservation, that is used to host tours and community events; and

**WHEREAS**, the Outdoor Education Area Refresh project started in 2025 with \$25,000 of improvements were made and the FY2026 Adopted Budget includes \$60,000 to continue with the Outdoor Education Area Refresh project; and

**WHEREAS**, Staff has identified an expanded scope to be added to the Outdoor Education Area Refresh project estimated to be up to \$180,000.

**NOW, THEREFORE, BE IT RESOLVED** that the South Bayside Waste Management Authority hereby approves authorizing Executive Director to execute contracts up to \$180,000 for the Outdoor Education Area Refresh Project.

**PASSED AND ADOPTED** by the Board of Directors of the South Bayside Waste Management Authority, County of San Mateo, State of California on this 26<sup>th</sup> day of March 2026 by the following vote:

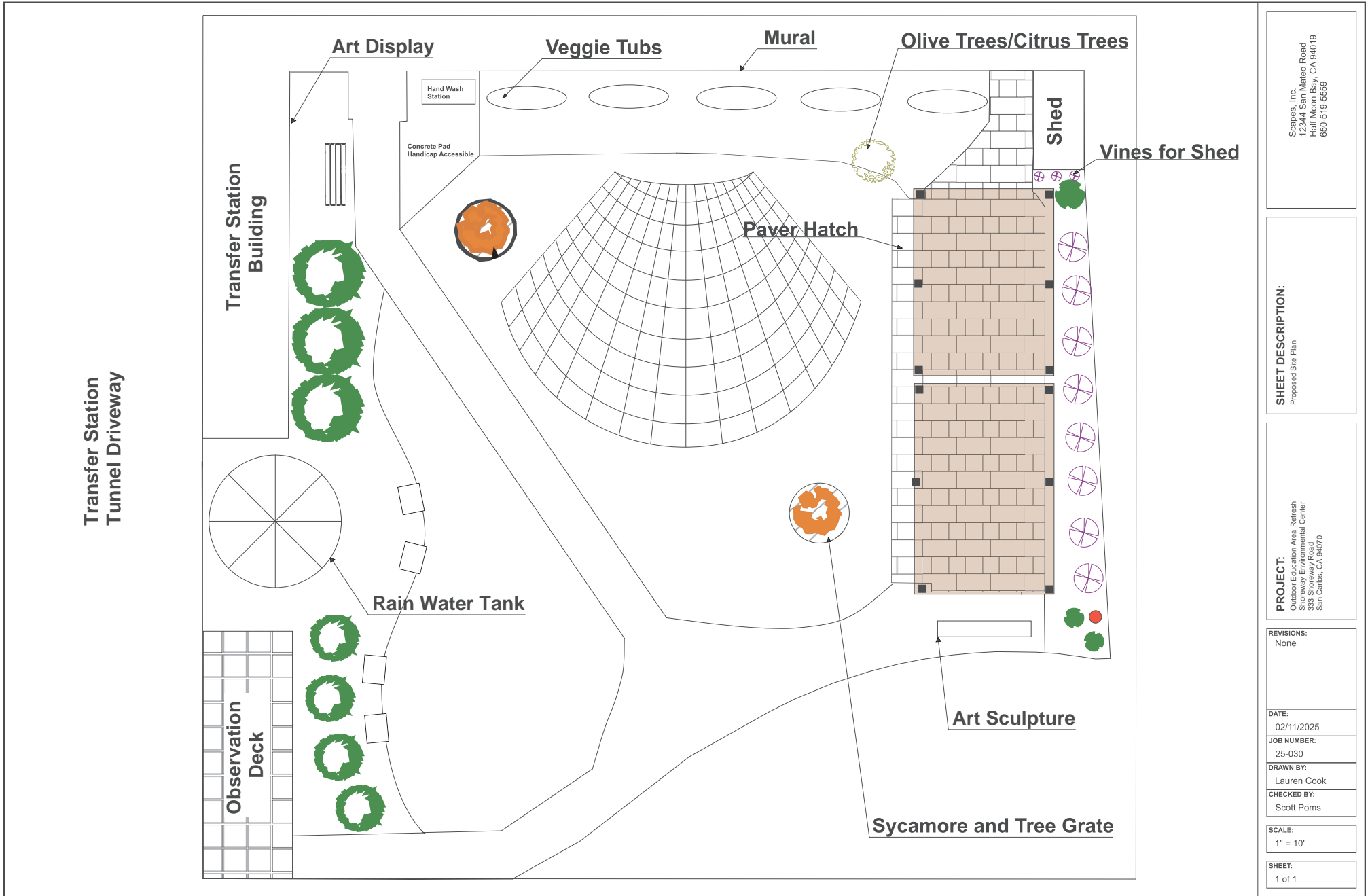
Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
Belmont					Redwood City				
Burlingame					San Carlos				
East Palo Alto					San Mateo				
Foster City					County of San Mateo				
Hillsborough					West Bay Sanitary Dist				
Menlo Park									

I HEREBY CERTIFY that the foregoing Resolution No. 2026-19 was duly and regularly adopted at a regular meeting of the South Bayside Waste Management Authority on March 26, 2026.

ATTEST:

\_\_\_\_\_  
Adam Rak, Chairperson of SBWMA

\_\_\_\_\_  
Cyndi Urman, Clerk of the Board



Scapes, Inc.  
 12344 San Mateo Road  
 Half Moon Bay, CA 94019  
 650-519-5559

**SHEET DESCRIPTION:**  
 Proposed Site Plan

**PROJECT:**  
 Outdoor Education Area Refresh  
 Shoreway Environmental Center  
 333 Shoreway Road  
 San Carlos, CA 94070

**REVISIONS:**  
 None

**DATE:**  
 02/11/2025

**JOB NUMBER:**  
 25-030

**DRAWN BY:**  
 Lauren Cook

**CHECKED BY:**  
 Scott Poms

**SCALE:**  
 1" = 10'

**SHEET:**  
 1 of 1





# INFORMATIONAL ITEMS ONLY





## STAFF REPORT

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**To:** RethinkWaste Board Members  
**From:** Reagan Chung, Recycling and Compliance Program Manager  
**Date:** March 26, 2026 Board of Directors Meeting  
**Subject:** Update on SB 1383 Compliance Program on behalf of RethinkWaste Member Agencies

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### Summary

As detailed in the 2021 RethinkWaste SB 1383 Memorandum of Understanding, authorized by the RethinkWaste Board of Directors and Member Agencies, RethinkWaste staff has been delegated responsibility for a significant portion of SB 1383 program implementation. This item is provided for informational purposes only and requires no Board action.

Staff has updates on the following items:

1. **SB 1383 Compliance Progress**

In February, staff approved 11 waiver requests and continued targeted outreach to residential, commercial, and multi-family generators to support compliance with SB 1383. In coordination with Recology, staff maintained proactive compliance and education efforts to address non-compliance, reinforce proper program participation, and ensure ongoing adherence to SB 1383 requirements.

2. **SB 1383 Standard Enforcement**

As a reminder, standard enforcement of SB 1383 began on January 1, 2024. Jurisdictions are required to issue Notices of Violation (NOVs) to generators identified as non-compliant, followed by a 60-day period to take corrective action. Generators that remain out of compliance after this period may be subject to administrative penalties. While enforcement authority rests with Member Agencies, staff continues to support jurisdictions as they transition from an education-focused approach to active enforcement and works with Member Agencies to promote consistent post-NOV enforcement practices across the service area.

In early March, enforcement activities resumed in the City of Burlingame when staff mailed 104 NOV letters to non-compliant businesses and multi-family complexes that have not yet met SB 1383 requirements. Staff will continue providing follow-up support during the 60-day corrective action period to assist generators in achieving compliance.

The 2026 NOV letter mailing schedule is provided below:

- **Q1: January – March:** Burlingame
- **Q2: April – June:** San Carlos, East Palo Alto, Foster City
- **Q3: July – September:** Redwood City
- **Q4: October – November:** Unincorporated San Mateo County, Menlo Park

Note: West Bay Sanitary District and the Town of Hillsborough have achieved 100% compliance. Staff continues to work with the City of Belmont to implement more proactive, door-to-door outreach and enforcement efforts to address the remaining SB 1383 non-compliant accounts. The City of San Mateo continues to conduct its own compliance and enforcement activities.

### 3. **SB 1383 Outreach**

On February 26, staff presented to the Menlo Park Environmental Quality Commission (EQC), which advises the Menlo Park City Council on climate, environmental, and sustainability matters, to provide an update on the City's progress toward SB 1383 compliance. The presentation included an overview of current compliance status, outreach and education efforts, and ongoing challenges and opportunities related to organics diversion and contamination reduction. In attendance also were Joe La Mariana, Executive Director of RethinkWaste, and Jeff Schmidt, RethinkWaste Board Member and Menlo Park City Councilmember, along with City staff including TAC Alternate Joanna Chen. The presentation was well received, and staff addressed several questions from EQC commissioners regarding program implementation and compliance efforts.

In February, staff participated in a pilot coordination meeting with the City of San Mateo and the Circular Action Alliance's (CAA) Director of Recycling Operations, Hashem Shokair, to explore strategies for improving SB 1383 compliance among Member Agency businesses, multi-family complexes, and single-family residents. The discussion focused on strengthening coordination between jurisdictions and the hauler to better identify non-compliant generators, improve contamination reduction efforts, and evaluate opportunities to enhance program participation across the service area. Staff will continue working with Member Agencies and Recology to assess potential pilot approaches and share best practices that could support increased compliance with SB 1383 requirements. In addition, coordination with the Circular Action Alliance (CAA), established and the selected Producer Responsibility Organization (PRO) by CalRecycle to implement SB 54, could present opportunities to better align local programs with forthcoming extended producer responsibility requirements. Early engagement with CAA may also help inform future planning efforts related to packaging reduction, recycling system improvements, and potential collaboration opportunities that could benefit Member Agencies as SB 54 implementation progresses.

### **Background**

In September 2016, SB 1383 (Lara, Chapter 395, Statutes of 2016) established statewide methane emissions reduction targets aimed at reducing short-lived climate pollutants across multiple sectors of California's economy. The legislation includes statewide goals to reduce organic waste disposal and increase edible food recovery for human consumption. To achieve these goals, implementing regulations were approved on November 3, 2020, establishing prescriptive requirements for jurisdictions related to recycling and organics collection, inspection and enforcement programs, and edible food recovery. RethinkWaste and its Member Agencies were required to comply with nearly all SB 1383 requirements by January 1, 2022, with the exception that formal enforcement actions were not required to commence until January 1, 2024.

More information regarding SB 1383 can be found online at [www.calrecycle.ca.gov/organics/slcp/](http://www.calrecycle.ca.gov/organics/slcp/).

## STAFF REPORT

**To:** RethinkWaste Board Members  
**From:** Julia Au, Sr. Outreach, Education and Compliance Manager  
 Emi Hashizume, Environmental Education Manager  
 Karina Hammoud, Outreach and Communications Manager  
**Date:** March 26, 2026 Board of Directors Meeting  
**Subject:** Update on RethinkWaste’s Public Education and Outreach Programs

**Recommendation:**

This staff report is for discussion purposes only and no formal action is requested of the Board of Directors.

**Summary**

The purpose of this report is to provide a more comprehensive update on RethinkWaste’s award-winning Public Education and Outreach Programs.

**RethinkWaste Social Media**

For February, RethinkWaste continued working with SGA Marketing to create and post social media graphics and copy. Below are some high-level stats for February social media and example posts. Topics for these months range from Open Submissions for Trash to Art Contest, Day of Puzzle and Board Game Swap Event Video, Valentine’s Day Sorting Tips, and more.

Table 1

Month	Number of Posts	Views/Impressions + Engagements
January	Facebook: 13 Instagram: 12 X: 10 Nextdoor: 3 LinkedIn: 1	Facebook: 2,127 Instagram: 4,262 (excludes stories) X: 550 Nextdoor: 37,865 LinkedIn: 516

*Views/impressions are the number of people the post reached and engagements are any interactions that happened with the posts (likes, shares, etc.) The terminology does vary between platforms, but they generally mean the same thing.*



## Shoreway Tours Program

The Tours Team conducted four tours between late February to mid March including three school tours and one public tour.

**Table 2**

Date	School/Group	Jurisdiction	Grade/Group	Total # of Participants
February 24, 2026	Garfield School	North Fair Oaks	3 <sup>rd</sup> -5 <sup>th</sup> Grade	22
March 5, 2026	Public Tour (In-Person)	Various	Adults	14
March 9, 2026	Serendipity School	Belmont	5 <sup>th</sup> Grade	16
March 11, 2026	Fiesta Gardens International School	San Mateo	3 <sup>th</sup> -5 <sup>th</sup> Grade	39



*(Left) Environmental Education Fellow Emily Rose Mielke leads a tour for students from Garfield School outside the Transfer Station. (Right) Environmental Education Fellow Meghan Pletsch leads a tour for students from Fiesta Gardens International School inside the Materials Recovery Facility.*

## RethinkWaste Electronic Newsletter

One e-newsletter was sent out in February via Mailchimp to promote the Trash to Art Contest being open and below are the data and topics from that e-newsletter.

**Table 3**

Date	Topics	Open Rate %	Click Rate %
February 25, 2026	Trash to Art Contest	33.3%	2.6%

*Open Rate is the percentage of delivered emails that were opened while Click Rate is the percentage of delivered emails that had at least one link clicked.*

## Bill Inserts

For the ten Member Agencies that bill through Recology, RethinkWaste coordinates bill inserts on a monthly basis for Member Agencies. Reminder that residential accounts are billed quarterly and all commercial accounts are billed monthly and bills go out at the end of the month.

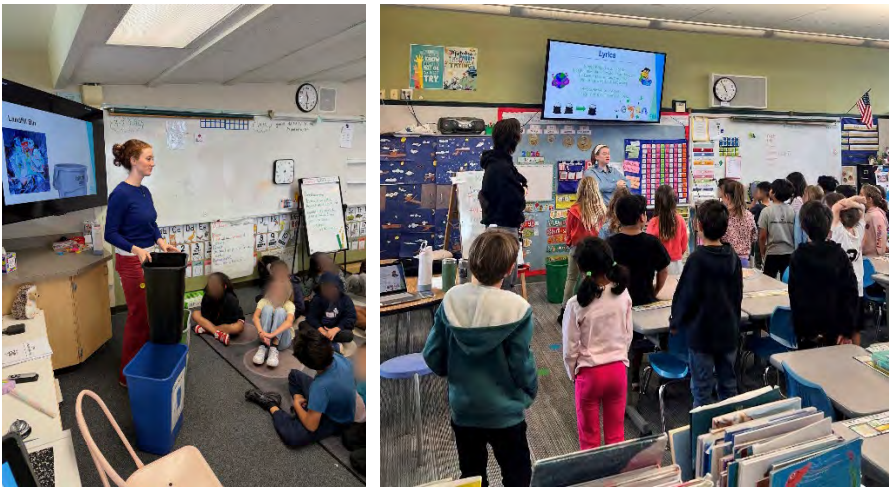
## March Bill Inserts

Table 4

Member Agency	Bill Insert Topics	Sector
San Mateo	Shred and E-Scrap Event, Compost Giveaway, J&D Recycling	Residential, Commercial and Multi-Family Properties
Menlo Park	Environmental Programs	Residential and Multi-Family Properties
Redwood City	Fats, Oils, and Grease Disposal	Residential, Commercial and Multi-Family Properties

### In-Schools Recycling and Compost Program

In early March, the Environmental Education Team returned to White Oaks Elementary (San Carlos) for a refresher education. The team gave classroom presentations to all 12 classes to reiterate sorting rules and the importance of proper waste management. Throughout the week, the team attended lunch periods to practice sorting with students individually.



*(Left) Environmental Education Fellows Clara Coady, (Right) Meghan Pletsch and Emily Rose Mielke give presentations to students at White Oaks Elementary.*

### Community Events and Presentations in March

Below are the presentations and/or community events RethinkWaste staff will be participating in.

Table 5

Member Agency	Bill Insert Topics	Date
San Carlos	Barrett Community Center presentation for Public Spaces Program	Wednesday, March 18
Menlo Park	Community Resource Fair at Belle Haven Community Campus	Saturday, March 28





## STAFF REPORT

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To: RethinkWaste Board Members  
From: John Mangini, Senior Finance Manager  
Date: March 26, 2026, Board of Directors Meeting  
Subject: 2026 Finance and Rate Setting Calendar

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### Recommendation

This is an informational report, and no action is necessary.

### Summary

The purpose of this staff report is to keep the Board and Member Agency staff informed on the schedule of important financial and rate setting events in 2026. This staff report is updated as necessary and included in the Board packet each month.

### **2026 Schedule of Finance, Contractor Compensation and Rate Adjustment Activities:**

#### March 2026

- Recology submission of the unaudited 2025 Revenue Reconciliation Report (*Due: March 31*)

#### June 2026

- Mid-year review of the adopted FY2026 RethinkWaste Operating Budget (*June 9 Finance Committee; June 25-BOD Finance Committee reviewed/approved DRAFT on June 9<sup>th</sup>*).
- Recology's 2027 Compensation Application submission to the RethinkWaste/Member Agencies (*Due: June 15*)
- RethinkWaste issues Member Agency letters requesting formal confirmation on their estimated 2027 Member Agency fees (e.g., franchise fees) to be included in their 2027 solid waste rates.
- Review of Recology's Revenue Reconciliation Report from the independent Financial Systems audit report.

#### July 2026

- RethinkWaste / Member Agency submit comments to Recology on its 2027 Compensation Application (*Due: July 1*)
- South Bay Industries (SBI) 2027 Compensation Application submission to RethinkWaste (*Due: July 1*)
- Recology revised 2027 Compensation Application submission to RethinkWaste/Member Agencies (*Due: July 15*)
- RethinkWaste issues the following reports to the Board and Member Agency staff for review and comment:
  - 1. Estimated 2026 and 2027 residential and commercial base revenue
  - 2. Estimated collected tonnage for 2026 and 2027.
  - 3. Summary of 2027 Member Agency fees to be used in the 2027 cost projections based on Member Agency feedback.

#### August 2026

- RethinkWaste issues the Draft Report Reviewing Recology's 2027 Compensation Application, recommended total Revenue Requirement, and Rate Adjustment (*Due: August 11*) Comments due from Member Agencies on draft Reports Reviewing Recology's 2027 Compensation Application (*Due: August 20*)

### September 2026

- RethinkWaste TAC Meeting reviewing Pre-Final Report Reviewing Recology's 2027 Compensation Application (*September 10*).
- RethinkWaste issues Amended Final Report Reviewing Recology's 2027 Compensation Application including the recommended total Collection Rate Adjustment for 2026. (*September BOD Packet*)
- Approval of Recology 2027 Compensation Application and total recommended Revenue Requirement (*September 17 BOD Meeting*)
- Approval of the FY2025 Audited Financial Statements.

### October 2026

- Finance Committee review of RethinkWaste's DRAFT FY2027 Budget + CIP Plan (*October 6*)
- RethinkWaste Board Study Session: Review (Draft) 2027 Fiscal Year Budget + CIP Plan (*October 15*)

### September – December 2026

- Member Agencies establish/issue Prop. 218 notices and approve their final 2027 solid waste rates

### November 2026

- Approval of RethinkWaste's Final Fiscal Year 2027 Operating and CIP Budget at the November 20 Board meeting



## Check Register February 2026

Date	Number	Name	Description	Amount
2/2/2026	ACH	Wells Fargo	Client Analysis Service Charge 1/2025	\$ 633.62
2/2/2026	ACH	Wheeler Plaza Owners' Association	HOA Dues 03/2026	438.51
2/9/2026	ACH	John Hancock USA	Employee Benefits 01/10/2026	16,660.47
2/9/2026	ACH	John Hancock USA	Employee Benefits 01/24/2026	17,146.24
2/9/2026	ACH	John Hancock USA	Employee Benefits 01/2026	47,910.66
2/10/2026	ACH	Modern HR Inc.	PPE 02/07/2026	71,013.33
2/11/2026	13392	Beecher Engineering Inc.	Professional Electrical Engineering Service	880.00
2/11/2026	13393	Univoip Inc.	Phone Services 02/2026	671.25
2/11/2026	13394	Pen Media	Recording Services Board Meeting 1/2026	705.00
2/11/2026	13395	APC	Services 1/2026	10,269.60
2/11/2026	13396	CW Silicon Valley LLC	Services 02/2026	1,464.00
2/11/2026	13398	Joanne Nghiem	Expense Reimbursement 1/1/2026	541.63
2/11/2026	13399	Studio Em Graphic Design	MFD sorting and diversion postcard	491.06
2/11/2026	13400	S.R. Rose Engineering Inc.	Shoreway Project Assessment 12/29/2025 - 01/25/2026	21,756.70
2/11/2026	13401	Scapes Inc.	Maintenance 01/2026	580.00
2/11/2026	13402	Interior Plant Design	Plant Care 02/2026	396.00
2/11/2026	13403	Ben Freda Consulting	Maintenance & Hosting 02/2026	997.00
2/11/2026	13404	E-Recycling of California	E-Recycling	4,319.81
2/11/2026	13405	Lanaler Inc.	IT Services 02/2026	4,248.00
2/11/2026	13406	BLX Group LLC	Interim Arbitrage Report 10/2025	2,400.00
2/11/2026	13407	Northern California Recycling Association	Gold Level Sponsorship/Registration/Membership 2026	3,940.00
2/11/2026	13408	Craig Whittom Consulting	Master Plan Project Management 01/2026	3,936.70
2/11/2026	ACH	Sterling HSA	HSA 02/2026	3,482.00
2/28/2026	WIRE	Bank of New York	Fund Debt Service Payments 03/2026	989,394.18
2/25/2026	ACH	Modern HR Inc.	PPE 02/21/2026	67,417.88
2/25/2026	ACH	Kaiser Permanente	Employee Benefits 03/2026	2,431.31
2/26/2026	13410	Browning Ferris Industries of California Inc.	Disposal Newby 01/2026	463,846.73
2/26/2026	13411	Lockworks Unlimited	Office Equipment 2/2026	253.23
2/26/2026	13412	City of Redwood City	Accounting Services 7/2025 - 12/2025	71,447.50
2/26/2026	13413	Manpreet Chandok	Expense Reimbursement 2/1/2026	807.36



## Check Register February 2026

Date	Number	Name	Description	Amount
2/26/2026	13416	Sustainable San Mateo County	Neighborhood Sponsorship	1,000.00
2/26/2026	13417	Environmental and Energy Consulting	Consulting and Lobbying 01/2026	6,500.00
2/26/2026	13418	Uline Inc.	Inv # 203772182 Slim Jim Trolley/Black Brute Dolly	421.25
2/26/2026	13419	HDR Engineering Inc.	Professional services through 01/24/2026	7,522.07
2/26/2026	13415	Lyngso Garden Materials Inc.	Parking Spaces 02/2026 and 03/2026	1,600.00
2/26/2026	13420	Recology San Mateo County	Inserts 02/2026	306.10
2/26/2026	13421	Shred Works Inc.	Shred events San Carlos 02/10/2026 and Belmont 04/18/2025	1,747.00
2/26/2026	13422	E-Recycling of California	E-recycling	115.67
2/26/2026	13438	BFI of California Inc. - Ox Mountain Landfill	Disposal - Ox 01/2026	1,097,740.46
2/26/2026	13439	Stradling Yocca Carlson & Rauth	Professional services rendered through 01/31/2026	54,160.30
2/26/2026	ACH	New Aspect Financial Services	Retirement Plan Benchmark Analysis 01/31/2025 - 03/31/2025	5,000.00
2/27/2026	ACH	Wells Fargo Financial Services LLC	Office Equipment Lease 01/2026 and 02/2026	892.98
2/27/2026	ACH	Five Star Bank	Credit Card Statement 02/2026	6,788.36
2/27/2026	WIRE	South Bayside Industries	Facilities Improvements 01/2025	3,053,846.25
2/27/2026	ACH	Anthem Blue Cross	Employee Benefits 03/2026	16,492.32
2/27/2026	ACH	Principal Life Insurance Company	Employee Benefits 03/2026	2,640.65
			<b>Total Disbursements</b>	<b><u><u>\$ 6,067,253.18</u></u></b>



## STAFF REPORT

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To: RethinkWaste Board Members  
From: John Mangini, Senior Finance Manager  
Date: March 26, 2026 Board of Directors Meeting  
Subject: Check Register Detail for February 2026

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### Recommendation

This is an informational item only and no action is required. This report was requested by the Board members.

### Summary

The purpose of this report is to provide transparency to the Board and the public on the actual spending by RethinkWaste. All payments issued in February 2026 are listed on the attached (Attachment A) report for review.

### Analysis

As of January 1, 2026 RethinkWaste entered into a contract with Eide Bailly, LLP for accounting services including the issuance of all payments and deposits of receipts. In accordance with RethinkWaste policies, checks are normally issued every two weeks. Prior to January 1, 2026, RethinkWaste was in contract with the City of Redwood City for accounting services. RethinkWaste is currently in a transition period between service providers. All RethinkWaste invoices are approved for payment by the program manager and then by the Executive Director or Finance Manager. The total transactions for February 2026 summed \$6,067,253.18 as detailed in **Attachment A**.

If you have any questions on the attached, please contact Dolores Molina-Bucio or John Mangini.

### Attachments:

**Attachment A** – February 2026 Check Register Detail





## STAFF UPDATE

### 2026 RethinkWaste Meeting Planning Guide

- **Board Meetings**
- **Finance Committee Meetings**
- **TAC Meetings**
- **Legislative Committee Meetings**
- **Pub Ed Committee Meetings**
- **Zero-Waste Committee Meetings**
- **Agency-Sponsored Community Events**
- **Masterplan Steering Committee**

#### April 2026

14: Finance Committee Meeting

21: Legislative Committee

23: Board Meeting

- Presentation of 2025 Annual Report
- Presentation of Flood Assessment Project
- Presentation of the new Shoreway Virtual Tour
- Resolution Approving Design Contract for second floor office buildout
- Resolution Approving the Agency's Internal Controls Risk Assessment Document
- Resolution Approval of the Design and Specifications and Authorizing the Issuance of a Request for Proposals for the Shoreway Environmental Center Zero Emission Vehicle Charging Project; and Authorization for the Executive Director to Execute a Construction Services Agreement at an amount not to exceed \$xxxx
- Resolution approving a Contract for the design/build of MRF Equipment Upgrades Phase II

25: Earth Day Public Event at Shoreway (10am-1:30pm)

#### May 2026

5: Legislative Committee

14: TAC Meeting

27: Master Plan Steering Committee

28: Schools Program Green Teams Celebration Event

28: Board Meeting

#### June 2026

2: Legislative Committee

## 9: Finance Committee Meeting

- Mid-Year Budget Review

## 25: Board Meeting

- FY 2026 Mid Year Budget Review
- Approval of a Contract for Master Plan Site Options
- Mid-Session Legislative Update
- Release of RFP for the 2<sup>nd</sup> Floor Office Buildout Project
- Resolution Approving the Quarterly Investment Report
- Report on status of 2025-2034 Long-Range Plan
- Report on results of the 2026 flood assessment project
- Approval of a Resolution Adopting a Second Board Meeting Location (Allied Arts Guild is not available on the 3<sup>rd</sup> Thursday)

## July 2026

### 9: TAC Meeting

### 23: Board Meeting

### 24: Master Plan Steering Committee

## August 2026

### 4: Legislative Committee

### No Board Meeting

## September 2026

### 8: Finance Committee Meeting

- SBI Rate Adjustment Review

### 10: TAC Meeting

### 11\*: Legislative Committee (NOTE: Friday)

### 17\*: Board Meeting (NOTE: Third Thursday)

- Approval of Annual Contractor Compensation Applications
- Closed Session Executive Director Annual Performance Review
- Contract Award for Second Floor Office Buildout Project
- Resolution Approving the Quarterly Investment Report
- Approval of 2027-2029 Public Education and Technical Assistance Plan

## October 2026

### 6\*: Finance Committee Meeting (NOTE: First Tuesday)

- FY2027 DRAFT Budget Review

### 13\*: Legislative Committee (NOTE: Second Tuesday)

**15\*: Board Study Session Budget (NOTE: Third Thursday)**

- Review of DRAFT FY2027 Budget—Operating Revenue, Expenses, Reserves
- Review of DRAFT FY 2027 Capital Improvement Plan and 5 yr. look ahead
- Master Plan Visioning Study Update

**30: Master Plan Steering Committee**

**November 2026**

**19\*: Board Meeting (NOTE: Third Thursday) ~ Annual Holiday Thank You Lunch**

- Approval of FY2027 Budget
- 2026 Legislative Session Recap
- Annual Public Hearing Pursuant to Government Code 3502.3 to Receive a Report on RethinkWaste's Vacancies, Recruitment and Retention Efforts
- Approval of 2027 Board and Committee Meeting Dates
- Resolution Approving the Quarterly Investment Report

**December 2026**

**1: Legislative Committee**

**No Board Meeting**

\* These meetings fall on a different day of the week/month than the normal meeting schedule