



CONSENT CALENDAR



DRAFT MINUTES

**SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY
MEETING OF THE BOARD OF DIRECTORS
May 26, 2016 – 2:00 p.m.
San Carlos Library Conference Room A/B**

Call To Order: 2:00PM

1. Roll Call

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

2. Public Comment

Persons wishing to address the Board on matters NOT on the posted agenda may do so.

Each speaker is limited to two minutes. If there are more than five individuals wishing to speak during public comment, the Chairman will draw five speaker cards from those submitted to speak during this time. The balance of the Public Comment speakers will be called upon at the end of the Board Meeting.

If the item you are speaking on is not listed on the agenda, please be advised that the Board may briefly respond to statements made or questions posed as allowed under The Brown Act (Government Code Section 54954.2). The Board's general policy is to refer items to staff for attention, or have a matter placed on a future Board agenda for a more comprehensive action or report and formal public discussion and input at that time.

None

3. Adjourn to Closed Session – Pursuant to Government Code Section 54957: Public Employee Appointment - Executive Director

The Regular session of the meeting was called to order at 3:41PM

4. Roll Call

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

5. Report from Closed Session

None

6. Public Comment

Martha Danu of Hillsborough spoke in favor of a contract renewal of the HHW Door to Door program. She also asked for increased in City outreach of the program.

7. Interim Executive Director's Report

Interim Executive Gans noted that there was nothing to add from the staff report in the packet.

7. 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. Adopt the April 28, 2016 BOD Meeting Minutes
- B. Approval of Quarterly Investment Report as of 3/31/16
- C. Approval of contract with DTE Networks for Annual SBWMA IT Support Services

Member Stone made a motion to accept the consent calendar items

Vice Chair Bronitsky seconded the motion

Voice Vote: All in Favor

Agency	Yes	No	Abstain	Absent	Agency	Yes	No	Abstain	Absent
Atherton	X				Menlo Park	X			
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			

8. Administration and Finance

- A. Update from Executive Director Search Committee (Discussion item)

No report

- B. Member Agency Update on Committing to Joint Effort to Pursue Franchise Agreement Extension Negotiations with Recology San Mateo County(Staff update)

Chair Grassilli announced that due to the long closed session, and a number of Board Members who needed to leave on time, they would be postponing the budget discussion until the June Board Meeting.

Interim Executive Director Gans noted that this discussion had come to the Board in April and in May, and this is the end of the process for creating the committee that will go through the negotiation process. He also noted each Member Agency's status on committing to the negotiation process, noting that now, 10 of 12 Member Agencies have confirmed unconditional participation in the process, Menlo Park had confirmed since the writing of the staff report, and West Bay Sanitary District has their decision scheduled for June 22. He noted that the City of San Mateo has sent a letter noting that they wish to participate but they have conditions including that the negotiations will be led by a professional

negotiator who is supported by a consultant with expertise in the solid waste industry, and that the Executive Director or Interim Executive Director represent the SBWMA.

Chair Grassilli commented that he thought the Board should vote on whether the Board agrees or disagrees with the City of San Mateo.

Counsel Savaree thought it would be appropriate for the Board to discuss the issue after all the Member Agencies had weighed in.

Chair Grassilli asked the Board Secretary to add this item to the June 23 agenda.

C. Resolution Adopting FY16/17 Operating Budget (Approval item)

Item postponed to the June 23 meeting

Interim Executive Director Gans thanked the Board Members who attended the budget workshop study sessions. He noted that the questions that were raised are included in the staff report, and if there are any other questions to ask him ahead of time since he will not be in attendance at the June meeting.

Chair Grassilli asked Board Members to get their questions to staff by Tuesday May 31st.

9. Collection and Recycling Program Support and Compliance

A. Status Report on Expiring Door-to Door HHW Contract and Options (*Staff update*)

Staff Feldman gave an overview of the staff report noting that the contract with WM Curbside expires at the end of this year. He added that staff is currently negotiating an extension and is hoping to continue to be able to provide these services moving forward. He then gave background on the program noting that almost two million pounds of hazardous waste have been collected through the program. Over 5,000 customer satisfaction surveys have been returned, 20% over the last 6 years, from customers using the program. The satisfaction rating is over 96% for those that rated the service as excellent or very good. He also noted that the staff report gives some public education information that pointed out there is a direct correlation between promoting the program, and usage of the program. He also noted that staff feels that there is a critical need for this service because these items are banned from landfill, and it currently costs \$5.64 per household per year to provide the service. He added that the only other real option for safely collecting these materials is that residents can call the County, schedule the appointment, and bring their hazardous materials to Tower Road in San Mateo.

Member Widmer asked if there was a time frame for knowing what the price increase for 2017 would be. He also noted that he had received a letter from the County that they are expanding their collections of hazardous waste and medical waste to local hardware stores, so if that expansion was more regional and the County is already paid for it might make sense not to go forward with the HHW door to door program.

Staff Feldman answered that numbers would be available well in advance of the rate setting process. The contractor compensation applications typically are on the September Board agenda, so staff would hope to have an answer as to what the pricing would be for a future contract by then, so that it would all be included into the 2017 rate impact.

Member Widmer asked if there would be any documentation on the possibility of expanding the County program.

Staff Feldman noted that he had not yet seen the letter that was provided by the County, but the services are complimentary, noting that the County couldn't handle the volume of materials being taken by WM Curbside, and vice versa. He noted that he would follow up with the County and see if there are ways to work together.

Chair Grassilli asked for clarification on the time frame.

Staff Feldman answered that there would be a proposal for the Board consideration at the September Board Meeting.

**B. SBWMA High-Level Review of Recology Meeting the Goals of the Contractor Selection Process
(Staff Update)**

Staff Feldman noted that this staff report is to submit the SBWMA's high level review of Recology that was prescribed in the approved Plan and Recommended Process for negotiating extension agreements with Recology. He gave a background of the staff report, noting that staff and Recology's comments are included in this final draft submitted to this Board, and he also offered to present this information to individual agencies at a Council Meeting.

10. Shoreway Operations and Contract Management

No Items

11. Informational Items Only (no action required)

- A. 2016 Finance and Rate Setting Calendar
- B. April 2016 Check Register Detail
- C. Potential Future Board Agenda Items

12. Board Member Comments

13. Adjourn 4:02PM