

**TOWN OF SAN ANSELMO
REFUSE & RECYCLING SUBCOMMITTEE
TOWN HALL CONFERENCE ROOM, 2ND FLOOR
525 SAN ANSELMO AVENUE, SAN ANSELMO**

**Thursday, January 29, 2009
7:30 P.M.**

1. Call to order
2. Approve minutes of meeting of January 15, 2009.
3. Report on action taken by Town Council at the meeting of 1/27/09.
4. Review of information request to consultant for rate review of San Anselmo's refuse & recycling rates.
5. Subcommittee requests for future agenda items, questions and comments, staff miscellaneous items.
6. Open time for public expression.
7. Next meeting date
8. Adjourn.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at 258-4652. TTY phone number is 453-4690. Notification at least 48 hours prior to the meeting will enable the Town to make reasonable accommodation to help insure accessibility to this meeting.

Any writings or documents provided to a majority of the subcommittee regarding any item on this agenda after the distribution of the original packet will be made available for public inspection at the public counter at Town Hall located at 525 San Anselmo Avenue.

I certify that this agenda was posted on the public notice bulletin board on or before 5 p.m. on Monday, January 26, 2009.

Jeannie Courteau, ASA I

TOWN OF SAN ANSELMO
REFUSE & RECYCLING SUBCOMMITTEE
Minutes of Thursday, January 15, 2009

Members present: Ford Greene, Barbara Thornton, Carey Lando, Richard Taylor
Staff Present: Debra Stutsman, Janet Pendoley
Marin Sanitary representatives: Patty Garbarino, Steve Rosa

1. Call to order
2. Approve minutes of meeting of December 3, 2008.

M/s, Greene/Lando, to approve the minutes of 12/3/08. Ayes: All

3. Report from Town Manager on Franchiser's Group meeting.

Stutsman presented the staff report. She attended the annual Franchisers Group meeting on 12/5/08. Hilton Farnkopf presented the rate review information to the group and recommended a 6.42% increase for the members. The rate increase number is arrived at by looking at increases in benefits, fuel disposal and other operating costs, after reconciling actual figures from the previous year. The group meets once a year, and every third year Hilton Farnkopf does a full rate review, and that review will take place for 2010 rate year, beginning in August. Hilton Farnkopf is hired by San Rafael, on behalf of the Franchisers, and the cost is included in the rate structure. It is her understanding that the group would welcome San Anselmo into the group as full members.

Garbarino noted that this is the first time that they've been 4% higher than the average in their compensation package. Many firms are still reporting 2008 figures. She also noted that Fairfax just approved a 20% increase in their rates and they've joined the Franchisers Group. In answer to a question about an evergreen contract, she replied that with a long-term contract they can get better financing for equipment.

4. Report from staff on request for information from Marin Sanitary and provide direction to staff on next steps.

Stutsman presented the staff report. The subcommittee and staff had a number of questions that were presented to Marin Sanitary in December. Marin Sanitary representatives feel that the best way to get answers to these questions is to engage a firm to do a rate review, at Marin Sanitary's cost. Stutsman has been in touch with Hilton Farnkopf regarding a rate review; it would take 2-3 months.

A lengthy discussion ensued on how to move forward. The subcommittee agreed on two possible options to present to the Town Council on 1/27/09:

1. Extend the current contract one year, join the Franchiser's Group now, raise rates the contract increase of 3.48% 1/1/09 and do a rate review.

2. Extend the current contract one year, join the Franchiser's Group now, institute dual sort cart program now, raise rates the contract increase of 3.48% plus 7% for dual sort carts, for a total of 10.48% and do a rate review.

The subcommittee was evenly split between the above two options and thus will go to the Council with a split recommendation.

5. Subcommittee requests for future agenda items, questions and comments, staff miscellaneous items.

No one spoke during this time.

6. Open time for public expression.

No one spoke during this time.

7. Next meeting date

The next meeting will be Thursday, January 29, 2009 at 6 p.m.

8. Adjourn.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Debra Stutsman

Peter Breen
Mayor

Judy House
Vice Mayor



Ted Freeman
Councilmember

Ford Greene
Councilmember

Barbara Thornton
Councilmember

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January 29, 2009

Robert Hilton
HF&H Consultants
2175 N. California Blvd., Suite 990
Walnut Creek, CA 94596

Dear Bob,

The Town of San Anselmo contracts with Marin Sanitary Service to provide refuse and recycling services. The current contract expires January 31, 2009, but has been extended in order to complete negotiations for a new contract. The contract has been extended through July 31, 2010, but we are very hopeful that we can complete negotiations well before then.

Throughout the negotiation process, Marin Sanitary has advised that the services provided to San Anselmo in the current contract do not cover the costs incurred. As such, it appears that San Anselmo may be facing a substantial rate increase. The subcommittee understands this, but the members feel strongly that they need to understand the actual cost of the services provided in order to do their due diligence in recommending a rate increase to the full Town Council.

To that end, the subcommittee has recommended, and the Town Council has approved, asking HF&H to do a rate review on San Anselmo's refuse and recycling rates. The subcommittee would like the following information:

1. The cost of providing the refuse and recycling services that are currently contracted for in San Anselmo. We want a matrix that reflects the actual incremental cost of each of the current contract services, e.g. refuse collection, recycling pickup, weekly green waste collection, small truck services, and grandfathered in side/back yard service, reflected in terms of monthly residential cost for a 32-gallon cart.
2. The rate reductions to the standard 32-gallon residential service that would be possible if a new contract eliminated certain services that are unique to San Anselmo. These services are weekly green waste collection (replacing it with bi-weekly) and grandfathered in back and side yard service (providing this service to frail elderly and disabled only).

3. The rate reductions to the standard 32-gallon residential service that would be possible if we instituted a small truck service fee. The fee would be for customers on streets and private drives that cannot accommodate a large truck.
4. The rate reductions to the standard 32-gallon residential service that would be possible if we instituted distance charges. This would be for customers whose refuse and recycling location requires the refuse collector to walk up to 50 or over 100 feet.

In your proposal of November 24, 2008, you indicated that you could perform a service review and rate study for between \$20,000 and \$30,000. The subcommittee hopes that costs can be kept to a minimum, closer to the \$20,000 figure, in that HFH has just completed a review for the entire Marin Franchisers Group.

I will be in touch with you shortly regarding the cost of this service and the documents you will require to begin the work. In the meantime, please give me a call at (415) 258-4652 if you have any questions.

Sincerely,

Debra Stutsman
Town Manager

Submitted on behalf of the Refuse and Recycling Subcommittee: Barbara Thornton, Ford Greene, Carey Lando and Richard Taylor.