

**Committee Members**

Dave Sadoff, **Chairperson**  
 Castro Valley Sanitary District  
 Shelia Young, **Vice Chairperson**  
 Oro Loma Sanitary District  
 Keith Carson, County of Alameda  
 Jesse Arreguin, City of Berkeley  
 Don Biddle, City of Dublin  
 Vacant, City of Fremont  
 Al Mendall, City of Hayward  
 Bob Carling, City of Livermore  
 Mike Hannon, City of Newark  
 Dan Kalb, City of Oakland  
 Deborah Cox, City of San Leandro  
 Lorrin Ellis, City of Union City  
 Wendy Sommer, Executive Director

**AGENDA**

**ALAMEDA COUNTY WASTE  
 MANAGEMENT AUTHORITY MEETING  
 OF THE  
 PROGRAMS AND ADMINISTRATION COMMITTEE**

**Thursday, January 12, 2017**

**9:00 A.M.**

**StopWaste Offices  
 1537 Webster Street  
 Oakland CA 94612  
 510-891-6500**

- 1. Convene Meeting**
- 2. Public Comments**

An opportunity is provided for any member of the public wishing to speak on any matter within the jurisdiction of the Programs & Administration Committee, but not listed on the agenda. Each speaker is limited to three minutes.

**Page**

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|----------|--|--------------------|
| <b>1</b> | <b>3. Approval of the Draft Minutes of December 8, 2016 (Pat Cabrera)</b>  | <b>Action</b>      |
| <b>5</b> | <b>4. ACWMA Property Lease: Sprint, T-Mobile, AT&amp;T (Brian Mathews)</b><br>Staff recommends that the Programs and Administration Committee recommend that the Authority Board authorize the Executive Director to amend the Sprint electrical trench lease to reduce the rent by the terms described herein if and when new tenants sub-lease the electrical trench; and,<br><br>That the Programs and Administration Committee recommend that the Authority Board authorize the Executive Director to enter into a lease agreement based on the terms described herein to AT&T for use of the electrical trench operated by Sprint; and<br><br>That the Programs and Administration Committee recommend that the Authority Board authorize the Executive Director to enter into a lease agreement based on the terms described herein to T-Mobile for use of the electrical trench operated by Sprint. | <b>Action</b>      |
| <b>7</b> | <b>5. ACWMA Property – Grazing License Amendment (Brian Mathews)</b><br>Staff recommends that the Programs and Administration Committee recommend to the Authority Board to authorize the Executive Director to amend the Grazing License between the Authority and Joseph and Charlene Paulo to change the rent collection mechanism from “in-advance” rent payment to “in arrears” rent payment.   | <b>Action</b>      |
| <b>9</b> | <b>6. Marin Carbon Project (Kelly Schoonmaker)</b><br>This item is for information only  | <b>Information</b> |
|          | <b>7. Member Comments</b>  | <b>Information</b> |
|          | <b>8. Adjournment</b>  |                    |

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The Programs & Administration Committee is a Committee that contains more than a quorum of the Board. However, all items considered by the Committee requiring approval of the Board will be forwarded to the Board for consideration at a regularly noticed board meeting.

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**DRAFT**

**MINUTES OF THE ALAMEDA COUNTY WASTE  
MANAGEMENT AUTHORITY MEETING  
OF THE  
PROGRAMS AND ADMINISTRATION COMMITTEE**

**Thursday, December 8, 2016**

**9:00 A.M.**

**StopWaste Offices  
1537 Webster Street  
Oakland CA 94612  
510-891-6500**

**Members Present:**

County of Alameda	Keith Carson
City of Berkeley	Susan Wengraf
City of Dublin	Don Biddle
City of Hayward	Al Mendall
City of Newark	Mike Hannon
Oro Loma Sanitary District	Shelia Young
City of San Leandro	Deborah Cox

**Absent:**

Castro Valley Sanitary District	Dave Sadoff
City of Fremont	Suzanne Lee Chan
City of Livermore	Laureen Turner
City of Oakland	Dan Kalb
City of Union City	Lorrin Ellis

**Staff Present:**

Tom Padia, Deputy Executive Director  
Debra Kaufman, Senior Program Manager  
Judi Ettliger, Senior Program Manager  
Arliss Dunn, Clerk of the Board

**Others Present:**

Heidi Sanborn, CA Product Stewardship Council  
Bill Pollock, Household Hazardous Waste Program (Alameda County Environmental Health Dept.)

**1. Convene Meeting**

Vice Chair Shelia Young called the meeting to order at 9:10 a.m. Due to the lack of a quorum Item #4 was presented first and Item #3 was held until a quorum of the members arrived. Tom Padia announced that he would staff the meeting in the absence of Executive Director Wendy Sommer and staff Debra Kaufman respectively.

**2. Public Comments**

There were none.

**DRAFT**

**3. Approval of the Draft Minutes of October 13, 2016 (Tom Padia) Action**

Board member Carson made the motion to approve the draft minutes of October 13, 2016. Board member Cox seconded and the motion was carried 7-0 (Ayes: Biddle, Carson, Cox, Hannon, Mendall, Wengraf, Young. Nays: None. Abstain: None. Absent Chan, Ellis, Kalb, Sadoff, Turner).

**4. Extended Producer Responsibility Update (Debra Kaufman) Information**

This item is for information only.

Tom Padia provided a summary of the staff report and introduced Heidi Sanborn, CA Product Stewardship Council, and Bill Pollock, Program Manager, Household Hazardous Waste Program. Ms. Sanborn presented a PowerPoint presentation and an overview of CPSC's legislative priorities for the coming year and an update on the status of existing statewide EPR programs. Ms. Sanborn also presented Board member Carson with an award for his leadership on the Alameda County sharps EPR ordinance. Mr. Pollock provided an update on the implementation of the County pharmaceutical and sharps ordinance as well as local implementation of the statewide paint EPR program.

The staff report is available here: [EPR Update 2016-memo.12-08-16.pdf](#). The PowerPoint presentation is available here: [EPR Update 2016-12-08-16](#)

Board member Biddle thanked Board member Carson for his leadership on the sharps ordinance and inquired if there are other legislative issues at the state level that can be addressed locally. Ms. Sanborn stated yes, particularly with respect to any EPR legislation, it would be helpful to have model language that could be input into local franchise agreements that would state any time any EPR legislation is passed it could be automatically integrated into the waste hauling contract and not require reopening the contract. This would allow cost savings to be automatically implemented. Ms. Sanborn added there can be local effort to address procurement and collaborating with regional parks to help reduce disposable small propane canisters by buying refillable ones.

Vice Chair Young extended thanks to staff Debra Kaufman for joining the Board of the Product Stewardship Council and commended Ms. Sanborn and Mr. Pollock on an excellent report. At the request of Vice Chair Young, a copy of the 2015-16 CPSC Annual report is available here: [2015-16 CPSC Annual Report.pdf](#)

**5. Fremont Food Scrap Composting Pilot Results (Judi Ettlinger) Information**

This item is for information only.

Tom Padia provided an overview of the staff report and Judi Ettlinger presented a PowerPoint presentation outlining the results of the Fremont Food Scrap Composting Pilot project. The staff report is available here: [Fremont Pilot Update-memo.12-08-16.pdf](#). The PowerPoint presentation is available here: [Fremont Pilot Presentation-12-08-16.pdf](#)

Board member Wengraf inquired about the size of the countertop pail used to collect food scraps. Mr. Padia stated it is approximately 1.5-2 gallon size and the bag liners are approximately 3 gallon size. Ms. Ettlinger added the countertop pails are not intended as a substitute for the outside green bins. They are purposed to transport the food scraps from indoors to outside. Board member Wengraf inquired about the cost of the bag liners. Mr. Padia stated they are approximately \$0.20 a piece. Ms. Ettlinger stated that the cost of the bags may be prohibitive and there are alternative liners listed on the agency website, such as newspaper, paper bags, etc. and information on simply washing the pails after usage. Vice Chair Young inquired about a definitive list of materials that can go into the compost bin. Ms. Ettlinger stated that the Ready, Set, Recycle website has a list of cities and each city's list of the items that are acceptable in the compost bins.

Vice Chair Young thanked Ms. Ettlinger for her presentation.

**DRAFT**

**6. 2017 Meeting Schedule (Tom Padia)**

**Action**

It is recommended that the WMA/EC, P&A Committee, and the Recycling Board/P&O Committee, each adopt their respective regular meeting schedules for 2017.

Tom Padia provided an overview of the staff report. The report is available here:

[2017 Meeting Schedule-memo.12-08-16.pdf](#)

Board member Mendall commented that the 9:00 meeting schedule causes difficulty for him with respect to commuting and would recommend that staff delay informational items to a future meeting and make an effort to consider including on the agenda items that require action and not solely informational items. Mr. Padia stated on behalf of Chair Sadoff, in his absence, that it is the Chairs preference to not cancel meetings due to informational items only. Vice Chair Young stated that she would apprise Board member Mendall of other Board members' similar sentiments offline.

Board member Wengraf made the motion to approve the staff recommendation. Board member Biddle seconded and the motion carried 6-0 (Ayes: Biddle, Cox, Hannon, Mendall, Wengraf, Young. Nays: None. Abstain: None. Absent: Carson, Chan, Ellis, Kalb, Sadoff, Turner).

**7. Member Comments**

Board member Wengraf was attending her final meeting and Tom Padia presented her with a recycled content glass gift in acknowledgment of her service on the Board. Board member Wengraf stated that StopWaste is an extraordinary agency that does important work and she has been privileged to serve on the Board. Board member Wengraf extended thanks to Wendy Sommer, Tom Padia, Arliss Dunn and staff for their tremendous work.

**8. Adjournment**

The meeting adjourned at 10:10 a.m.

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**DATE:** January 12, 2017  
**TO:** Programs & Administration Committee  
**FROM:** Pat Cabrera, Administrative Services Director  
**BY:** Brian Mathews, Senior Program Manager  
**SUBJECT:** ACWMA Property Lease: Sprint, T-Mobile, AT&T

### **SUMMARY**

This memo updates the Programs and Administration Committee on the Sprint electrical trench lease approved by the WMA in June of 2015, and introduces two new sub-leases of the same infrastructure. At the January 12, 2017 Programs & Administration Committee meeting, staff will seek approval and advancement of lease recommendations to the WMA for consideration at its January meeting.

### **DISCUSSION**

The WMA owns approximately 1,600 acres of real property in eastern Alameda County. The WMA manages seven agreements for use of the property including a wind power easement, a residential tenant lease, two memoranda of agreement with government agencies (Bay Area Air Quality Management District, and the East Bay Regional Communication System Authority), a grazing license and two leases with telecommunications companies.

In 2006 the WMA entered into an electrical trench lease which allows the lessor (Sprint) to access power from a source on WMA property. The trench traverses the WMA property (Assessor Parcel Numbers 99A-1810-001, 99A-1780-001-04, and 99A-1790-003) from a PG&E power pole and delivers power to a telecommunication facility on property neighboring the WMA property.

In 2015 the WMA went out to bid for renewal of the electrical trench lease, which services Sprint antenna facilities on neighboring property.

The Board approved renewal of the lease agreement pursuant to the following financial terms:

- 10 year lease term
- Annual rent escalation based on CPI
- Initial rental amount upon renewal of \$7,914.88/quarter as adjusted upward by the April 2016 Consumer Price Index
- Contractual terms consistent with the existing lease agreement and approved to form by WMA Counsel

A new lease was signed in September 2016.

In July, before the lease renewal was signed, Sprint approached the Authority requesting amendment to the lease terms that would allow Sprint to sub-lease the electrical trench. We declined the request on

the grounds that the lease, which had been put out to public bid, exclusively reserved the right of sub-leasing to the Authority. In August and September the Authority was separately approached by AT&T and T-Mobile requesting to sub-lease the electrical trench. Both telecommunication providers have antenna facilities on neighboring property.

To accommodate the two new tenants, staff developed the following financial terms:

- If one new tenant subleases the electrical trench, the Authority will reduce the original rent to Sprint (primary tenant) by 25%, and charge the new tenant 75% of the original lease. Net impact is a 50% increase in rent revenue.
- If two new tenants sublease the electrical trench, the Authority will reduce the original rent to Sprint by 33%, and charge each of the new tenants 66% of the original lease. Net impact is a doubling of rent revenue.
- Additional tenants would reduce the original rent to Sprint by 37.5%, and all subleasing tenants would pay 62.5% of the original rent.

All other financial terms, described above, would continue to apply.

In preliminary discussions, AT&T and T-Mobile have agreed to the terms of the lease.

#### **RECOMMENDATION**

That the Programs and Administration Committee recommend that the Authority Board authorize the Executive Director to amend the Sprint electrical trench lease to reduce the rent by the terms described herein if and when new tenants sub-lease the electrical trench; and,

That the Programs and Administration Committee recommend that the Authority Board authorize the Executive Director to enter into a lease agreement based on the terms described herein to AT&T for use of the electrical trench operated by Sprint; and

That the Programs and Administration Committee recommend that the Authority Board authorize the Executive Director to enter into a lease agreement based on the terms described herein to T-Mobile for use of the electrical trench operated by Sprint.





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**DATE:** January 12, 2017  
**TO:** Programs & Administration Committee  
**FROM:** Pat Cabrera, Administrative Services Director  
**BY:** Brian Mathews, Senior Program Manager  
**SUBJECT:** ACWMA Property – Grazing License Amendment

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**SUMMARY**

This memo updates the Programs and Administration committee on the Grazing License approved by the WMA in June of 2015, and proposes an amendment to the License. At the January 12, 2017 Programs & Administration Committee meeting, staff will seek approval and advancement of lease recommendations to the WMA for consideration at its January meeting.

**DISCUSSION**

In 2015 the WMA entered into a Grazing License with Joseph and Charlene Paulo of Paulo Farms to graze cattle on Authority property. Grazing provides revenue to the Authority and facilitates vegetation management. The Grazing License charges rent, six months in advance, based on the Animal Unit Month (AUM) carrying capacity of the land as set forth in the Range Management Plan. The Range Management Plan has three carrying capacity levels based on expected conditions; Favorable, Average, and Unfavorable. The table below sets forth the AUM carrying capacity at each level and the 12 month revenue at each level based on the 2015 June Cattle Marketing Index price of \$30.25/AUM. An Animal Unit Month is the amount of forage available for a cow and her calf for one month.

Condition	Maximum AUM	Revenue
Favorable	2,948	\$89,177
Average	2,109	\$63,797
Unfavorable	1,270	\$38,417

Due to repowering, conservation easement development, and drought conditions, the actual revenue from grazing for the 2015-2016 grazing season is \$24,381.

The rent collection term under the License charges the grazing tenant *in advance* for anticipated grazing activity for each six-month grazing period. The License allows for adjustments to be made to the amount of rent charged under certain circumstances beyond the control of the tenant, such as lower than expected rainfall, forage growth, interruptions in grazing from fire or construction, etc. Staff has frequently had to make such adjustments in the form of rent reductions or rent rebates primarily due to drought conditions which caused less than favorable forage levels to be available.

Our grazing tenant Paulo Farms has asked that the Authority consider changing the rent term to be consistent with East Bay Regional Park District and San Francisco Water Department, two of the larger public land holders which allow grazing on public property by charging rent in arrears based on actual usage.

Staff has reviewed the request and determined its adoption would streamline the administrative process of rent collection from grazing. The proposed amendment would change the rent from being charged in advance to being charged in arrears beginning with the November 2016 to April 2017 grazing season. All other rent terms would remain unchanged.

**RECOMMENDATION**

That the Programs and Administration Committee recommend to the Authority Board to authorize the Executive Director to amend the Grazing License between the Authority and Joseph and Charlene Paulo to change the rent collection mechanism from “in-advance” rent payment to “in arrears” rent payment.



**DATE:** January 12, 2016  
**TO:** Programs & Administration Committee  
**FROM:** Pat Cabrera, Administrative Services Director  
**BY:** Kelly Schoonmaker, Program Manager  
**SUBJECT:** Marin Carbon Project

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**SUMMARY**

The Marin Carbon Project has conducted research demonstrating the ability of a one-time application of compost to increase carbon sequestration in rangeland soils, while also improving forage production and quality, and increasing soil water holding capacity. At the January 12 Programs & Administration Committee meeting, staff will provide an overview of the Marin Carbon Project research and its implications for statewide compost markets.

**DISCUSSION**

The Marin Carbon Project is a group of agricultural institutions and farms in Marin County, university researchers, public agencies, and nonprofit organizations seeking to understand and demonstrate the potential of enhanced carbon sequestration in agricultural and rangelands soils. In 2008, in partnership with UC Berkeley and UC Cooperative Extension, the Marin Carbon Project applied one-half inch of compost to two rangeland sites. Over five years, researchers collected and analyzed data. They found that compost increased soil water holding capacity, improved forage production 40-70%, and increased soil carbon sequestration 25-70%. The one-time application of compost increased soil carbon sequestration on average 1 metric ton of carbon per hectare per year over 3 years, predicted to last for 30 years. At that rate, compost applied to half the rangelands in California would offset 42M metric tons of CO<sub>2</sub>e, an amount equivalent to the annual GHG emissions from energy use for commercial and residential sectors in California. The work of the Marin Carbon Project has influenced the state policy and led to the creation of a new GHG reduction credit protocol that uses compost to store atmospheric carbon in rangelands.

**RECOMMENDATION**

This item is for information only.