

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

Thursday, March 9, 2017

9:00 A.M.

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

**Teleconference:
Lorrin Ellis
1260 Pacific St.
Union City, CA 94587
510-675-5621**

Members Present:

Castro Valley Sanitary District	Dave Sadoff
City of Dublin	Don Biddle
City of Fremont	Vinnie Bacon
City of Hayward	Sara Lamnin
City of Livermore	Bob Carling
City of Newark	Mike Hannon
City of Oakland	Dan Kalb
Oro Loma Sanitary District	Shelia Young
City of San Leandro	Deborah Cox
City of Union City	Lorrin Ellis (teleconference)

Absent:

County of Alameda	Keith Carson
City of Berkeley	Jesse Arreguin

Staff Present:

Pat Cabrera, Administrative Services Director
Wendy Sommer, Executive Director
Tom Padia, Deputy Executive Director
Todd High, Financial Services Manager
Arliss Dunn, Clerk of the Board

1. Convene Meeting

Chair Dave Sadoff called the meeting to order at 9:00 a.m.

2. Public Comments

There were none.

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3. Approval of the Draft Minutes of February 9, 2017 (Pat Cabrera) Action

Chair Sadoff stated that the February 9, 2017 draft minutes were not in the usual format and did not include Board discussion of the Waste Characterization 2017 item. Chair Sadoff asked that approval of the draft minutes be continued and that staff provide a summary of the Board discussion along with the questions and answers already provided. The Committee by consensus agreed to continue the item to the April 13, 2017 meeting.

4. ACWMA Property – Memorandum of Agreement Renewal with Bay Area Air Quality Management District (Brian Mathews) Action

That the Programs and Administration Committee recommend that the Authority Board authorize the Executive Director to execute a Memorandum of Agreement with the Bay Area Air Quality Management District for the terms described herein.

Pat Cabrera provided an overview of the staff report in Brian Mathews' absence. A link to the staff report is available here: [ACWMA-BAAQMD-MOA-03-09-17.pdf](#)

Board member Hannon inquired if the Air District provides results of monitoring and if the information can be shared with the Committee. Ms. Cabrera stated yes, and she will consult with Brian Mathews regarding providing the information to the Committee. There was no further discussion on this item.

Board member Biddle made the motion to approve the staff recommendation. Board member Hannon seconded and the motion carried 8-0 (Ayes: Bacon, Biddle, Carling, Cox, Ellis, Hannon, Sadoff, Young. Nays: None. Abstain: None. Absent: Arreguin, Carson, Kalb, Lamnin).

5. Fiscal Year 2015-2016 Audit Report (Todd High) Action

- 1) Staff recommends that the Programs and Administration Committee review and forward the FY 15/16 audit report to the Waste Management Authority for acceptance and filing.
- 2) Staff recommends that the Recycling Board accept and file the FY 15/16 audit report.

Todd High provided an overview of the staff report. A link to the report is available here: [FY-2015-2016-Audit-Report-03-09-17.pdf](#)

Mr. High recognized accounting staff Nisha Patel for her outstanding contributions as the lead staff during the audit, and introduced Whitney Crockett from Maze and Associates to answer any questions. Mr. High reported that the agency received a clean unmodified audit with no internal control deficiencies, and the agency was in compliance with all GASB requirements. Ms. Cabrera added our net position changed with a \$3.3 million net increase over last year. There was no further discussion on this item.

Board member Biddle made the motion to approve the staff recommendation. Board member Carling seconded and the motion carried 9-0 (Ayes: Bacon, Biddle, Carling, Cox, Ellis, Hannon, Lamnin, Sadoff, Young. Nays: None. Abstain: None. Absent: Arreguin, Carson, Kalb).

6. Updated Multi Year Fiscal Forecast (Pat Cabrera) Information

This item is for information only.

Pat Cabrera provided an overview of the staff report and presented a brief PowerPoint presentation. A link to the combined report and presentation is available here: [Updated-Fiscal-Forecast-03-09-17.pdf](#)

Board member Young asked that staff provide color copies of presentations in the agenda packets. Ms. Cabrera noted that staff will do so. Chair Sadoff inquired if staff can point to the increase in disposal. Ms. Cabrera stated that staff is looking at statewide trends in the increase of disposal and as the economy

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remains stable staff will continue to keep track of data trends. Tom Padia added that he checked in with San Francisco and San Mateo JPA, as well as a couple of the Contra Costa JPA's and where there is a usual variation there appears to be a consistent upward trend in disposal numbers, although to a lesser degree than what we are seeing this year in Alameda County. Mr. Padia added other than identifying the 21,000 tons of salt disposal from Cargill in Newark there are no definite identifiers for the upward trend. Board member Cox inquired if looking at the preponderance of the disposal would assist in identifying the increase. Todd High stated that the Altamont landfill is the main driver as this is where most of the increase is occurring. He stated that we need to allow a couple more months and then look back and compare by city to see if one city is contributing more than any other. Mr. High added it could be an increase in C&D or the general population. Board member Carling asked for clarification on the "tons per day" trend line. Mr. High stated that leveling the data by tons per day removes the seasonal factors and provides a clearer year by year illustration. We also utilized current information for future projections including the large salt disposal as staff was informed that this would be a multi-year disposal project.

Board member Lamnin inquired as to how staff is measuring success given the upward trending of tonnage numbers. Wendy Sommer stated that we know that part of the significant spike in tonnage numbers in 2016 is due to the salt disposal and staff will follow up with Newark staff to find out the origin of the salt.

Board member Biddle stated that a few years ago the forecast was more pessimistic. Ms. Cabrera added that based on actuals to date and revised assumption from 2016 staff realized that there was no fiscal cliff and revised the revenue methodology to not be as aggressive. Ms. Cabrera stated that the Energy Council funding is not in core as it fluctuates and is hard to project. The HHW funding is not included as well. Board member Hannon inquired if there are specific policies on the reserves. Ms. Cabrera stated that a discussion on the reserves will be included in the budget presentation at the joint WMA/EC & RB meeting on April 22.

Chair Sadoff thanked staff for the presentation.

7. Member Comments

Board member Hannon recognized Council member Bacon as the new Board representative from the City of Fremont. Wendy Sommer reminded the Committee that the WMA meeting on March 22 will begin at the normal start time of 3:00 p.m. The Board will address the two agenda items 1) Davis Street CoIWMP Amendment and Public Hearing, and 2) Two-Year Service Credit Enabling Resolution, and will move on to the Business Efficiency Awards ceremony. Ms. Sommer also reminded the Committee that the April 26 Board meeting will be a joint meeting of the WMA/EC and RB and will include a presentation of the FY 18/19 budget. The budget is scheduled for adoption at the May 24 WMA/EC meeting. Ms. Cabrera added staff will also present the Fiscal Forecast Update to the P&O/RB at their meeting later in the afternoon.

8. Adjournment

The meeting adjourned at 9:23 a.m.