

Sarah Vared, **President**  
Source Reduction Specialist

Deborah Cox, **1<sup>st</sup> Vice President**  
ACWMA

Jillian Buckholz, **2<sup>nd</sup> Vice President**  
Recycling Programs

Bernie Camara, Recycling Materials Processing Industry

Dianne Martinez, ACWMA

Tianna Nourot, Solid Waste Industry Representative

Jim Oddie, ACWMA

Dave Sadoff, ACWMA

Francisco Zermeño, ACWMA

Vacant, Environmental Educator

Vacant, Environmental Organization

Wendy Sommer, Executive Director

## **AGENDA**

### **MEETING OF THE PLANNING COMMITTEE AND**

### **ALAMEDA COUNTY RECYCLING BOARD**

**Thursday, June 13, 2019**

**4:00 P.M.**

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

Meeting is wheelchair accessible. Sign language interpreter may be available upon five (5) days' notice to 510-891-6500.

#### **I. CALL TO ORDER**

#### **II. ROLL CALL OF ATTENDANCE**

#### **III. ANNOUNCEMENTS BY PRESIDENT**

#### **IV. OPEN PUBLIC COMMENT**

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

#### **Page V. CONSENT CALENDAR**

**1 1. Approval of the Draft Minutes of May 9, 2019 (Jeff Becerra)**

**5 2. Board Attendance Record (Jeff Becerra)**

**7 3. Written Report of Ex Parte Communications (Jeff Becerra)**

**9 4. Grants Issued Under Executive Director Signature Authority (Wendy Sommer)**

#### **VI. REGULAR CALENDAR**

**11 1. Proposed FY 2019-20 Budget (Wendy Sommer & Pat Cabrera)**

That the Recycling Board adopt the Source Reduction and Recycling Board FY 19-20 Budget Resolution (Attachment A).

**13 2. Municipal Panel: Public Events (Meghan Starkey)**

This item is for information only.

**15 3. Recycling Market Development Zone (RMDZ) (Anu Natarajan)**

Provide direction to staff on beginning the process of expanding the Berkeley and Oakland RMDZ to a countywide RMDZ, with StopWaste becoming the Zone Administrator.

#### **VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR**

#### **VIII. ADJOURNMENT**

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**DRAFT**

**MINUTES OF REGULAR MEETING OF THE  
PLANNING COMMITTEE  
AND  
ALAMEDA COUNTY RECYCLING BOARD**

**Thursday, May 9, 2019**

**7:00 P.M.**

**Castro Valley Library  
3600 Norbridge Avenue  
Castro Valley, CA 94546  
510-667-7900**

**I. CALL TO ORDER**

President Sarah Vared called the meeting to order at 7:02 p.m.

**II. ROLL CALL OF ATTENDANCE**

Jillian Buckholz, Recycling Programs  
Bernie Camara, Recycling Materials Processing Industry  
Deborah Cox, ACWMA  
Nancy Deming, Environmental Educator  
Dianne Martinez, ACWMA  
Jim Oddie, ACWMA  
Dave Sadoff, ACWMA  
Sarah Vared, Source Reduction Specialist  
Francisco Zermeño, ACWMA

**Absent:**

Tianna Nourot, Solid Waste Industry Representative  
Vacant, Environmental Organization

**Staff Present:**

Wendy Sommer, Executive Director  
Jeff Becerra, Communications Manager  
Anu Natarajan, Legislative and Regulatory Affairs Manager  
Justin Lehrer, Senior Management Analyst  
Michelle Fay, Program Manager  
Farand Kan, County Counsel  
Arliss Dunn, Clerk of the Board

**Others Participating:**

Arthur Boone

**III. ANNOUNCEMENTS BY PRESIDENT**

There were none.

**IV. OPEN PUBLIC COMMENT**

Arthur Boone provided public comment regarding his discussions with some members of the original Measure D committee regarding the possibility of filing an amicus brief in response to the dissatisfaction with the results of the decision that the agency made regarding the permitting of the mixed waste processing facility at the Davis Street Transfer Station. He noted that there has been dissatisfaction with some other decisions that the Recycling Board has made over the last thirty years.

**V. CONSENT CALENDAR**

- 1. Approval of the Draft Joint Minutes of April 24, 2019 (Jeff Becerra)**
- 2. Board Attendance Record (Jeff Becerra)**
- 3. Written Report of Ex Parte Communications (Jeff Becerra)**
- 4. Grants Issued Under Executive Director Signature Authority (Wendy Sommer)**

There were no public comments for the consent calendar. Board member Buckholz made the motion to approve the consent calendar. Board member Zermeño seconded and the motion carried 7-0: (Ayes: Buckholz, Camara, Cox, Deming, Sadoff, Vared, Zermeño. Nays: None. Abstain: Martinez. Absent: Nourot, Oddie. Vacant: Environmental Organization)

**VI. REGULAR CALENDAR**

- 1. Background for Single-Use Disposable Foodware Ordinance (Anu Natarajan)**

This item is for information only.

Anu Natarajan provided an overview of the staff report and presented a PowerPoint presentation. A link to the combined report and presentation is available here: [SUDS-Compostables-Presentation-05-09-19.pdf](#). Justin Lehrer shared samples of single use food ware product types as well as compostable food service ware collected from composting facilities.

Board member Martinez inquired about how consumers would know if food service ware items are poly-lined or contain toxic additives. Mr. Lehrer stated that consumers would not know if the item contains either unless the manufacturer provides the information and this is typically not disclosed. Mr. Lehrer added it may be helpful that the BPI (Biodegradable Products Institute) certification is changing and might no longer certify products with perfluorinated compounds (PFAs, PFOAs). Board member Deming stated that OUSD (Oakland Unified School District) has their products tested at the Center for Environmental Health located in Oakland. Board member Sadoff inquired about the acronyms OMRI and NOP. Mr. Lehrer replied that OMRI is the Organics Materials Review Institute, an international non-profit that determines which input products are allowed for use in organic production and processing. OMRI Listed products that are allowed for use in certified organic operations under the USDA National Organic Program. NOP is the National Organics Program that was created to establish organic standards, and to require and oversee mandatory certification of organic production. Board member Martinez commented that she recently toured the Davis Street Transfer Station and noted that the compost is turned over very quickly and doesn't allow sufficient time for the compostable food ware to degrade and added these facilities will likely not accept these items. Mr. Lehrer stated that once the composting process is completed there is a screening that occurs and any materials that do not pass through the screens are typically landfilled. Board member Sadoff inquired

## **DRAFT**

if a cost benefit analysis has been done to determine if it is more beneficial to landfill with regard to emissions that are captured.

Ms. Natarajan stated that she is not sure but staff will be looking at the cost benefit analysis as well as the environmental impacts of traveling to the landfill after processing at composting facilities versus going directly to landfill, and also the life cycle analysis of products. Ms. Sommer clarified that we are talking about the effects of single use compostable food ware as opposed to leaves and grass clippings. Board member Zermeño stated he supports the direction of the agency and inquired about the timeline for the model ordinance. Ms. Natarajan stated that staff will come to the WMA Board in October for a discussion regarding the timeline for the EIR and to discuss other analyses that need to be done. We hope to have a draft baseline ordinance before the Board between June and September of 2020.

Board member Zermeño inquired about how soon we can begin spreading the waste prevention messaging. Ms. Sommer stated we can begin the waste prevention messaging immediately, e.g. straws upon request. However, before we make an official mandate and to not lose credibility, we want to do further analysis to assure the public that the materials are being properly managed. Board member Zermeño inquired with respect to packaging if the agency has any connections to Amazon. Mr. Lehrer stated that we worked with staff from Amazon last year to study life cycle impacts of several Amazon packaging formats. The contact has since left Amazon and we are looking to reestablish a connection. Board member Buckholz stated that Cal State East Bay messaging is when in doubt, throw it out and inquired if this the agency ascribed to this messaging. Mr. Becerra stated that one of our haulers uses this messaging but the agency prefers to message “when in doubt, find out.” President Vared commented that StopWaste has limited resources with respect to such a massive problem and inquired if staff has considered in which areas we could receive the most bang for our buck. Ms. Sommer stated that during the agency’s Priority Setting session, the Board designated single-use food ware as an area of priority. Also, the cities of Alameda and Berkeley adopted a single use food ware ordinance. Board member Oddie stated that he attended an event where they were using metal tableware and recalls that five years ago the state was in a drought and there were regulations on water use and inquired if we may reverse that decision. Ms. Sommer stated that there was a study that looked at using real dishes versus single use food ware and using water seemed okay. We can follow-up with the Board regarding the study. Board member Martinez asked that the cities of Alameda and Berkeley provide a presentation to the Board on enforcement efforts after the ordinances have been in effect over time. President Vared thanked staff for the presentation.

## **2. New Training Videos for Businesses (Michelle Fay)**

This item is for information only.

Michelle Fay provided a brief summary of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [MRO-Video-Presentation-05-09-19.pdf](#). A link to the training videos is available here: [www.RecyclingRulesAC.org/resources](http://www.RecyclingRulesAC.org/resources).

Board member Deming commended staff on a great job and stated that the videos will prove extremely helpful when training kitchen staff. Board member Deming noted that at the end of the video it showed aseptic containers going to landfill and shredded paper into organics. Ms. Fay replied that it was challenging creating videos for countywide use with 17 different franchises so the videos represent what the majority of franchises are doing. Additionally, the rules are different for certain materials for schools and businesses as opposed to residents. President Vared thanked Ms. Fay for the presentation.

**VII. COMMUNICATIONS/MEMBER COMMENTS**

Board member Sadoff announced that the Castro Valley Sanitary District started a new contract with ACI on May 1 and so far it is working out very well. The hauler rolled out a new brochure in conjunction with the contract and it is very useful. Board member Martinez stated that she heard that the City of Richmond hauler is able to assess a fee on residential customers for contamination and inquired how it is going. Mr. Becerra stated that California Waste Solutions (City of Oakland recycling hauler) is assessing a fee as well for contamination found in the recycling bin. Ms. Sommer stated that Waste Management is installing cameras in their trucks as well. Board member Deming announced that she will be moving out of Alameda County and will no longer serve on the Recycling Board. She expressed her appreciation for serving on the Recycling Board. The Board and staff thanked her for her service.

**VIII. ADJOURNMENT**

The meeting adjourned at 8:17 p.m.

## 2019 - ALAMEDA COUNTY RECYCLING BOARD ATTENDANCE

	J	F	M	A	M	J	J	A	S	O	N	D
REGULAR MEMBERS												
J. Buckholz	X	X	X	X	X							
B. Camara	X	A	X	X	X							
D. Cox	X	X	X	X	X							
N. Deming	X	X	X	X	X							
D. Martinez	X	X	X	A	X							
T. Nourrot	X	X	X	X	A							
J. Moore	X	X	X									
J. Oddie	X	X	A	X	X							
D. Sadoff	X	X	X	X	X							
S. Vared	X	X	X	A	X							
F. Zermeño		X	X	X	X							
INTERIM APPOINTEES												

Measure D: Subsection 64.130, F: Recycling Board members shall attend at least three fourths (3/4) of the regular meetings within a given calendar year. At such time, as a member has been absent from more than one fourth (1/4) of the regular meetings in a calendar year, or from two (2) consecutive such meetings, her or his seat on the Recycling Board shall be considered vacant.

X=Attended

A=Absent

I=Absent - Interim Appointed

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**DATE:** June 13, 2019  
**TO:** Recycling Board  
**FROM:** Jeff Becerra, Communications Manager  
**SUBJECT:** Written Reports of Ex Parte Communications

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**BACKGROUND**

Section 64.130 (Q)(1)(b) of the Alameda County Charter requires that full written disclosure of ex parte communications be entered in the Recycling Board's official record. At the June 19, 1991 meeting of the Recycling Board, the Board approved the recommendation of Legal Counsel that such reports be placed on the consent calendar as a way of entering them into the Board's official record. The Board at that time also requested that staff develop a standard form for the reporting of such communications. A standard form for the reporting of ex parte communications has since been developed and distributed to Board members.

At the December 9, 1999 meeting of the Recycling Board, the Board adopted the following language:

*Ex parte communication report forms should be submitted only for ex parte communications that are made after the matter has been put on the Recycling Board's agenda, giving as much public notice as possible.*

Per the previously adopted policy, all such reports received will be placed on the consent calendar of the next regularly scheduled Recycling Board meeting.

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**Date:** June 13, 2019

**TO:** Source Reduction and Recycling Board

**FROM:** Wendy Sommer, Executive Director

**SUBJECT:** Grants Issued Under Executive Director Signature Authority

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**SUMMARY**

The purchasing and grant policies were amended to simplify paperwork and Board agendas by giving the Executive Director authority to sign contracts and grant agreements less than \$50,000. A condition of the grant policy is that staff informs the Board of recently issued grants.

**Grants: May-June 2019**

PROJECT NAME	GRANT RECIPIENT	PROJECT TYPE/DESCRIPTION	LOCATION	VERIFICATION	GRANT AMOUNT	BOARD
Food Waste Reduction – Community Outreach Grant	McGee Ave. Baptist Church	The Church will educate members and community partners on food waste reduction best practices and tools and engage up to 20 members to conduct their own fridge reality check. Over the course of a year, the church will share tips and stories through social media, church bulletins, garden workshops.	Berkeley	Contract finalized - June	\$5,000	RB

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**DATE:** June 13, 2019

**TO:** Source Reduction and Recycling Board

**FROM:** Wendy Sommer, Executive Director  
Pat Cabrera, Administrative Services Director

**SUBJECT:** Proposed FY 2019-20 Budget

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### **SUMMARY**

At the June 13, 2019 RB meeting, staff will ask the Source Reduction and Recycling Board to adopt their portion of the FY 19-20 budget.

### **DISCUSSION**

The proposed budget for FY 19-20 was presented at a combined meeting of the WMA, Recycling Board and EC on April 24, 2019. The staff memo and PowerPoint presentation from the April 24 combined board meeting is available at: [FY-19-20-Budget-Presentation.pdf](#)

The presentation at this meeting was well received, and there were no requests for changes to the budget. On May 22, 2019 both the WMA and the EC adopted their respective portions of the budget.

The proposed FY 19-20 budget totals approximately \$32.5 million, with the following breakdown:

- WMA: \$12,167,128
- Energy Council: \$8,095,322
- Recycling Board: \$12,236,530

Some projects are funded using both WMA and Recycling Board funds. The Agency's core budget is approximately \$10.6 million, which is consistent with the FY 18-19 core budget. Estimated total year-end core fund balances and reserves amount to \$23.0 million.

### **RECOMMENDATION**

That the Recycling Board adopt the Source Reduction and Recycling Board FY 19-20 Budget Resolution (Attachment A).

Attachment A: RB Budget Resolution

Attachment B: Link to Annual Budget – [Fiscal Year 2019-2020](#)

**ATTACHMENT A**

**ALAMEDA COUNTY SOURCE REDUCTION AND RECYCLING BOARD  
RESOLUTION #RB 2019 -**

**MOVED:  
SECONDED:**

**AT THE MEETING HELD JUNE 13, 2019  
THE ALAMEDA COUNTY SOURCE REDUCTION AND RECYCLING BOARD  
AUTHORIZES ADOPTION OF THE FISCAL YEAR 2019-20 BUDGET**

**WHEREAS**, a preliminary budget for Fiscal Year 2019-20 has been developed that incorporates programs and projects based on the guiding principles developed by the Board; and,

**WHEREAS**, this budget was presented at the joint meeting of the Alameda County Waste Management Authority, the Alameda County Source Reduction and Recycling Board, and the Energy Council at the meeting held on April 24, 2019 for review and comment; and,

**WHEREAS**, legal notice of the public hearing on the budget has been provided, and the matter scheduled on the June 13, 2019 Recycling Board agenda for adoption.

**NOW THEREFORE, BE IT RESOLVED** that the Alameda County Source Reduction and Recycling Board hereby:

Adopts the Recycling Board's portion of the Fiscal Year 2019-2020 Budget (Attachment B), with expenditures totaling \$12,236,530, and authorizes staff to proceed with Recycling Board administration, programs and operations in accordance with the adopted budget, effective July 1, 2019.

**Passed and adopted this 13th day of June, 2019 by the following vote:**

**AYES:  
NOES:  
ABTAIN:  
ABSENT:**

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**Wendy Sommer, Executive Director**



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**DATE:** June 13, 2019

**TO:** Planning Committee/Recycling Board

**FROM:** Meghan Starkey, Senior Management Analyst

**SUBJECT:** Municipal Panel: Public Events

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### **SUMMARY**

Several times a year, staff assembles a panel of representatives from the member agencies to speak on a topic of interest to the Recycling Board. At the June Recycling Board meeting, representatives from Alameda, Fremont, Hayward and Newark will share their cities' experiences with various citizen-facing events related to solid waste and recycling.

### **DISCUSSION**

Cities and/or their franchisees offer events to connect directly with citizens. These type of events range from free compost giveaways (using product from the processor of the city's organic collections), e-waste drop off events, and bulky waste pick-ups. Typically, these events are negotiated as part of the franchise and included in the rate base so there is no additional charge for residents. The representatives from the cities will discuss the events, the level of participation from their citizens, public response and the pros and cons of sponsoring such events.

### **RECOMMENDATION**

This item is for information only.

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**DATE:** June 13, 2019

**TO:** Programs and Administration Committee  
Planning Committee/Recycling Board

**FROM:** Anu Natarajan, Legislative and Regulatory Affairs Manager

**SUBJECT:** Recycling Market Development Zone (RMDZ)

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## SUMMARY

The current Recycling Market Development Zone (RMDZ) in Alameda County includes the cities of Oakland and Berkeley and is administered by City of Oakland staff. Given the critical need in creating local infrastructure for recycling in the wake of China's National Sword policy and the upcoming requirements to comply with SB 1383, StopWaste is better suited to administer an expanded RMDZ that includes all of Alameda County.

## DISCUSSION

### Background

The Recycling Market Development Zone (RMDZ) program, administered by CalRecycle, provides low interest loans and technical assistance to firms that use recycled materials to make new products or that prevent or reduce waste as part of the manufacturing process. To qualify for assistance, the facilities must be located within a CalRecycle-designated RMDZ and use postconsumer or secondary recovered waste feedstock generated in California. Currently, there are 34 RMDZs covering roughly 88,000 square miles of California.

### Oakland/Berkeley RMDZ

The Oakland/Berkeley RMDZ encompasses West Berkeley between Interstate 80, San Pablo Avenue, the Oakland-Emeryville border, and the Albany border. In Oakland, the zone includes the central business district, major industrial areas in West Oakland and the Coliseum area, the Port of Oakland's facilities, and the Oakland International Airport.

Over the years, the RMDZ program criteria has been refined and updated to incorporate new state requirements and market conditions. In addition to the RMDZ loan program, CalRecycle established the Greenhouse Gas Reduction Grant and Loan Programs to provide financial incentives for capital investments in infrastructure for aerobic composting, anaerobic digestion and recycling and manufacturing facilities that will reduce greenhouse gas emissions. These grants promote

infrastructure developments that achieve greenhouse gas emission reductions by diverting more materials from landfills, and are targeted to build or expand organics infrastructure, such as composting and anaerobic digestion, or rescuing food to feed hungry people, in addition to new or expanded infrastructure for manufacturing products with recycled content fiber, plastic, or glass.

#### Alameda County RMDZ

The acute shortage of recycling infrastructure, new mandates from the State directing new diversion goals and research that connects recycling with reducing greenhouse gas emissions, point to the critical need to build a more robust recycling infrastructure in California. To accommodate the increase in recyclable materials collected in California, facilities both for processing recyclables and for manufacturing that uses recycled content are needed. CalRecycle has been partnering with the Governor's Office of Economic Development to address expansions of existing manufacturing and to attract new manufacturers to the State.

Given the significance of developing this infrastructure, staff believes that a countywide zone has the potential to attract more manufacturing and provide more recycled content as feedstock for new and/or expanded manufacturing facilities.

Staff has initiated preliminary conversations with City of Oakland staff, CalRecycle staff and the Technical Advisory Committee. All have been supportive of expanding the zone countywide. Steve Lautze, the current Oakland/Berkeley RMDZ coordinator, will be present at the meeting. The recently adopted FY 19-20 budget includes staff hours to explore adoption and administration of this program.

Any potential expansion of the current zone in Oakland/Berkeley to cover all of Alameda County will require approval from CalRecycle. First, the cities of Oakland and Berkeley will need to adopt resolutions that support the proposed expansion. The application process also requires that the WMA Board adopt a resolution on behalf of the cities in Alameda County (including the County) supporting the proposal and designating StopWaste as the Zone Administrator. A CEQA analysis will most likely be required as well.

#### **RECOMMENDATION**

Provide direction to staff on beginning the process of expanding the Berkeley and Oakland RMDZ to a countywide RMDZ, with StopWaste becoming the Zone Administrator.