

**Planning Committee/Recycling Board Members**

Tracy Jensen, **President**  
ACWMA

Virginia Harrington, **First Vice President**  
Solid Waste Industry Representative

Ben Barrientos, **Second Vice President**  
ACWMA

Xouhoa Bowen, ACWMA

Ja'moni Brooks, Recycling Materials Processing  
Industry

Rita Duncan, ACWMA

Ellen McClure, Environmental Educator

David Mourra, ACWMA

Elaine Owyang, Environmental Organization

Barun Singh, Recycling Programs

Madelyn Vital, Source Reduction Specialist

Timothy Burroughs, Executive Director

**AGENDA**

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

**THURSDAY, FEBRUARY 12, 2026**

**6:00 P.M.**

***IN-PERSON MEETING LOCATION***  
**STOPWASTE BOARD ROOM**  
**1537 WEBSTER STREET**  
**OAKLAND, CA 94612**

This meeting will be conducted in a hybrid model with both in-person attendance and teleconference participation:

Teleconference location #1 118 Glashaus Loop, Emeryville, CA  
Teleconference location #2 40087 Mission Blvd., Fremont, CA  
Teleconference location #3 5935 Vallejo Street, Emeryville, CA  
Teleconference location #4 22493 Bayview Avenue, Hayward, CA  
Teleconference location #5 455 Durant Ave, San Leandro 94577  
Teleconference location #6 1517 Harmon St, Berkeley, CA

Members of the public may attend in person at the addresses listed above or by:

1. Calling US+1 669 900 6833 and using the Webinar ID 890 0733 0653
2. Using the [Zoom](#) website or App and entering meeting code 890 0733 0653

During the meeting the chair will explain the process for members of the public to be recognized to offer public comment. The process will be described on the StopWaste website at <http://www.stopwaste.org/virtual-meetings> no later than noon, Thursday, February 12, 2026.

The public may also comment by sending an e-mail to [publiccomment@stopwaste.org](mailto:publiccomment@stopwaste.org). Written public comments will be accepted until 3:00 p.m. on the day prior to the scheduled meeting. Copies of all written comments submitted by the deadline above will be provided to each Board Member and will be added to the official record. Comments will not be read into the record.

In accordance with the Americans with Disabilities Act, if you need assistance to participate in this meeting due to a disability, please contact the Clerk of the Board at (510) 891-6517. Notification 24 hours prior to the meeting will enable the agency to make reasonable arrangements to ensure accessibility to this meeting.

## **AGENDA**

**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.

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**V. CONSENT CALENDAR**

**1**      **1. Approval of the Draft PC&RB Minutes of January 8, 2026**

**3**      **2. Board Attendance Record**

**5**      **3. Written Report of Ex Parte Communications**

**VI. REGULAR CALENDAR**

**7**      **1. Implementation of the Reusable Bag Ordinance (Ordinance 2025-1) (Else Lebsack)**  
            This item is for information only.

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

**VIII. ADJOURNMENT TO PC&RB MEETING – MARCH 12, 2026 AT 4:00 P.M.**

**DRAFT**

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

**Thursday, January 8, 2026**

**4:00 P.M.**

**IN PERSON MEETING LOCATION:  
StopWaste Boardroom  
1537 Webster Street, Oakland, CA**

**I. CALL TO ORDER**

President Jensen called the meeting to order at 4:00 p.m. Timothy Burroughs explained the meeting process being utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#).

**II. ROLL CALL OF ATTENDANCE**

Tracy Jensen, President  
Ben Barrientos, ACWMA  
Xouhoa Bowen, ACWMA  
Ja'moni Brooks, Recycling Materials Processing Industry  
Virginia Harrington, Solid Waste Industry Representative  
Ellen McClure, Environmental Educator  
David Mourra, ACWMA  
Elaine Owyang, Environmental Organization  
Vacant, Source Reduction Specialist

**ABSENT**

Barun Singh, Recycling Programs

**Staff Present**

Timothy Burroughs, Executive Director  
Alma Freeman, Communications Manager  
Justin Lehrer, Administrative Services Director, Program Manager  
Jennifer Luong, Finance Services Director  
Arliss Dunn, Clerk of the Board  
Farand Kan, County Counsel

**Others Present**

Mitesh Desai, Badawi and Associates  
Ahmed Zaghoul, Badawi and Associates

**III. ANNOUNCEMENTS BY THE PRESIDENT**

President Jensen welcomed Ja'moni Brooks to the Board as the new Recycling Materials Processing Industry Representative. Board member Brooks provided a summary of her background and experience and stated that she is excited to serve on the Recycling Board.

**IV. OPEN PUBLIC COMMENT**

There were none.

**V. CONSENT CALENDAR**

**1. Approval of the Draft PC & RB Minutes of December 11, 2025**

**2. Board Attendance Record**

**3. Written Report of Ex Parte Communications**

There were no public comments for the Consent Calendar. Board member Harrington moved for approval of the Consent Calendar. Board member Barrientos seconded, and the motion carried 8-0. The Clerk called the roll:

(Ayes: Barrientos, Bowen, Brooks, Harrington, Jensen, McClure, Mourra, Owyang. Nays: None. Absent: Singh. None. Abstain: None)

**VI. REGULAR CALENDAR**

**1. Fiscal Year 2024-25 Audit Report (Justin Lehrer & Jennifer Luong)**

Staff recommends that the Recycling Board accept and file the FY 24-25 audit report.

Timothy Burroughs introduced the item. Jennifer Luong provided an overview of the staff report. A link to the report is available here: [FY24-25-Audit-Report-Memo.pdf](#). Ms. Luong acknowledged administrative and finance staff for their efforts in managing the Agency’s finances to ensure a clean audit with no exceptions or recommendations for improvements in internal controls. Mitesh Desai and Ahmed Zaghoul from Badawi and Associates were available to answer any questions.

Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [FY24-25-Audit-Discussion](#). There were no public comments for this item. President Jensen commended staff for their efforts in managing the agency’s finances and extended congratulations for a clean audit report.

Board member Bowen moved for approval that the that the Recycling Board accept and file the FY 24-25 audit report. Board member Harrington seconded, and the motion carried 8-0. The Clerk called the roll:

(Ayes: Barrientos, Bowen, Brooks, Harrington, Jensen, McClure, Mourra, Owyang. Nays: None. Absent: Singh. None. Abstain: None)

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

There were none.

**VIII. ADJOURNMENT – TO PC&RB MEETING – FEBRUARY 12, 2026 AT 6:00 P.M.**

The meeting adjourned at 4:20 p.m.

**2026 - ALAMEDA COUNTY RECYCLING BOARD ATTENDANCE**

	J	F	M	A	M	J	J	A	S	O	N	D
<b>REGULAR MEMBERS</b>												
B. Barrientos	X											
X. Bowen	X											
J. Brooks	X											
V. Harrington	X											
T. Jensen	X											
E. McClure	X											
D. Mourra	X											
E. Owyang	X											
B. Singh	A											
M. Vital												
<b>INTERIM APPOINTEES</b>												

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:** February 12, 2026  
**TO:** Recycling Board  
**FROM:** Timothy Burroughs, Executive Director  
**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:** February 12, 2026

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

**FROM:** Elese Lebsack, Program Manager

**SUBJECT:** Implementation of the Reusable Bag Ordinance (Ordinance 2025-1)

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## SUMMARY

On May 28, 2025, the Waste Management Authority (WMA) Board adopted amendments to the Alameda County Reusable Bag Ordinance (RBO) to align with State law SB 1053, which bans plastic bags at point of sale at state regulated stores (primarily grocery, convenience, drug, and liquor stores) as of January 1, 2026. Over the last eight months, staff conducted outreach for implementation of the updated RBO and continued to gather annual data about customer bag use and bag purchasing by stores. At the February 12 board meetings, StopWaste staff will provide an overview of the bag rules, current implementation activities, and annual bag use and purchasing data.

## DISCUSSION

In 2012, the WMA adopted a countywide “Ordinance Regulating the Use of Carryout Bags and Promoting the Use of Reusable Bags,” known as the “Reusable Bag Ordinance” (Ordinance 2012-2). The ordinance banned flimsy plastic bags and required a 10-cent charge at point of sale for both paper bags and compliant reusable plastic bags at around 1,500 grocery, drug, pharmacy, convenience, and liquor stores. In 2016, the WMA adopted Ordinance 2016-2 amending the RBO to apply to a total of roughly 14,000 retail stores and restaurants in Alameda County with the same rules (with the exception of restaurants, which are permitted to provide recycled-content paper bags at no charge). Last year, the WMA adopted Ordinance 2025-1 amending the RBO to incorporate requirements of State law SB 1053 which bans all types of film plastic bags – including the previously allowed thick plastic bags – at the original set of stores that sell food or alcohol, starting January 1, 2026, while maintaining the same bag rules for restaurants and retail stores not covered by SB 1053.

In August 2025, StopWaste sent an initial outreach letter to more than 1,500 stores that sell food and/or alcohol notifying them about the change in requirements with ample time for stores to use up their stock of plastic bags. A follow-up letter to the same stores was mailed in November 2025 along with postcard-size signage that stores could display to notify customers of the changes starting in January 2026. Staff also updated the RBO website [www.ReusableBagsAC.org](http://www.ReusableBagsAC.org) with new graphics and details about the bag rules with translated letters and postcards in Spanish, Chinese, Korean, and Vietnamese.

Because the RBO also covers restaurants and retail stores not covered by the State law, staff conducted outreach to more than 11,000 businesses in early February 2026 to remind these stores that their local bag rules remain in effect: no thin plastic bags are allowed at point of sale and customers must be charged 10 cents for paper bags and compliant thick plastic or reusable bags. Slightly different rules apply to restaurants, which are allowed to provide recycled-content paper bags at no charge.

Moving forward, StopWaste staff will continue monitoring and analyzing bag purchasing data to evaluate the impact and effectiveness of state and local bag laws, as well as changes in consumer behavior around bringing their own reusable bags. Staff will present some of those preliminary data findings at the presentation. In addition,

StopWaste will provide education and compliance assistance to stores, continue to conduct complaint-based enforcement, and coordinate with jurisdictions.

**RECOMMENDATION**

This item is for information only.