

**DRAFT**

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

**MINUTES**

**Thursday, May 8, 2014**

**9:00 A.M.**

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

**Members Present:**

Keith Carson, Alameda County  
Lena Tam, City of Alameda (arrived 9:25 a.m.)  
Peter Maass, City of Albany  
Don Biddle, City of Dublin  
Jennifer West, City of Emeryville  
Robert Marshall, City of Newark  
Dan Kalb, City of Oakland (arrived 9:15 a.m.)  
Tim Rood, City of Piedmont (arrived 9:06 a.m.)  
Pauline Cutter, City of San Leandro

**Absent:**

Dave Sadoff, Castro Valley Sanitary District  
Laython Landis, Oro Loma Sanitary District  
Lorrin Ellis, City of Union City

**Staff Present:**

Gary Wolff, Executive Director  
Pat Cabrera, Administrative Services Director  
Gina Peters, Chief Finance Officer  
Tom Padia, Recycling Director  
Program Managers: Wendy Sommer, Karen Kho, Teresa Eade, Meri Soll, Justin Lehrer, Jeff Becerra  
Arliss Dunn, Clerk of the Board

**1. Convene Meeting**

Jennifer West, Vice Chair, called the meeting to order at 9:05 a.m.

**2. Public Comments**

There were none.

**3. Approval of the Draft Minutes of April 10, 2014 (Gary Wolff)**

**Action**

Mr. Marshall made the motion to approve the draft minutes of April 10, 2014. Mr. Maass seconded and the motion was carried 6-0 (Cutter, Ellis, Landis, Rood, Sadoff and Tam absent).

**4. Budget Proposal for FY 14/15 (Gary Wolff, Pat Cabrera, Gina Peters,  
and All Staff)**

**Information**

## DRAFT

Discuss the budget proposal and provide any direction to staff you feel is appropriate prior to action on the budget proposal on May 28th and June 12th.

Mr. Wolff introduced the budget and Ms. Cabrera provided a fiscal summary of the budget, and Program Managers provided a programmatic overview of accomplishments for Fiscal Year 2013//2014 and objectives for Fiscal Year 2014/2015. The staff report is available here: <http://www.stopwaste.org/docs/05-08-14-pa-budget.pdf> The powerpoint presentation is available here: [www.stopwaste.org/docs/FY14-15-budget-presentation.pdf](http://www.stopwaste.org/docs/FY14-15-budget-presentation.pdf) Mr. Wolff provided a contextual view of the FY 12/15 budget looking back five years and looking forward six years.

Mr. Carson inquired about the formula used to fund the agency's fiscal reserve. Ms. Cabrera stated the agency estimates future revenue using a statistical analysis of disposed tons and looks at the upper and lower confidence bound as well mid-range best estimates. For the past two fiscal years, the fiscal reserve has been set at \$2.8 million. Mr. Biddle asked if staff surveyed other jurisdictions with respect to salary adjustments. Ms. Cabrera stated yes the agency surveyed other jurisdictions and some are giving close to CPI at 2.5-3%.

Mr. Carson asked of the 53% of the businesses in Alameda County that participate in reusable packaging to provide a percentage breakdown by industry. Mr. Lehrer stated the highest participation is found in the automotive and retail industries, and certain sectors of the grocery industry, most notably the produce and bakery sectors. Safeway is exploring utilizing reusable packaging in the meat sector as well.

Mr. Kalb inquired regarding the mini-grant program if staff coordinated with member agency staff to avoid duplication of efforts. Ms. Soll stated yes the TAC (Technical Advisory Committee) is provided an overview of the outreach efforts for the grants to non-profits program.

Ms. Cutter commended staff on the budget presentation and stated the powerpoint presents a positive view of the agency and asked that the presentation be provided to the Board. Mr. Wolff asked Board members to share the positive view of the agency and added a link to the powerpoint will be included in the staff memo in the upcoming WMA board package.

Mr. Biddle inquired about the reports for haulers that transport materials out of county. Mr. Wolff stated that the State operates the disposal reporting system for landfills, including haulers that transport to out of county landfills. The system has serious flaws and we have met with Carroll Mortensen, Director of CalRecycle. She has offered to work with us with this issue but there has been no progress thus far. Mr. Biddle inquired if we are losing fee revenue due to the misreporting of information. Mr. Wolff stated yes, there is an issue of fee evasion, and we can adopt a local ordinance that provides a reporting element and includes a 'flow control' element which could possibly help in capturing some fee revenue. Mr. Maass inquired if each city and jurisdiction would need to adopt the ordinance or can it be done countywide. Mr. Wolff stated that it can be done as a countywide ordinance. Mr. Mass inquired if remediation at the legislative level would be helpful. Mr. Wolff stated legislation could prove helpful if CalRecycle were supportive.

Mr. Wolff asked for the Board to provide any direction to staff prior to action on the budget proposal on May 28th and June 12th. Ms. Cutter recommended highlighting the slides in the presentation that shows the agency has not grown and is more streamlined and efficient. Ms. West recommended highlighting the cost recovery element with respect to implications to the budget if the HHW fee is not adopted and the long term effects of such action.

Mr. Wolff stated that the May 28th meeting is also a public hearing. He will provide a brief presentation of the budget item. The extended presentation will be provided to the Recycling Board at its meeting later today, and they will be asked to adopt the budget at their June 12 meeting.

**DRAFT**

**Adjourned to Closed Session**

**5. CLOSED SESSION:**

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

(pursuant to Government Code Section 54956.8)

Property:

APN #: 99A-1780-1-4 & 99A-1790-3, 99A-1770-2-2, 99A-1770-2-1,  
99A-1770-4, 99A-1810-1 & 99A-1770-2-3, 99A-1820-2

Agency Negotiator: Gary Wolff, Agency Staff,  
Richard Taylor, Authority Counsel

Negotiating Parties: NEXtera Energy Resources

Under Negotiation: Price and terms of payment

There was nothing to report from closed session.

**6. Member Comments**

Ms. Cutter thanked Mark Spencer, Program Manager, and Nate Ivy, former Recycling Board member and ACOE staff, for their presentation of the StopWaste schools programs to the joint meeting of the San Leandro City Council and San Leandro and San Lorenzo school districts. Ms. Cutter stated the presentation was the highlight of the evening and was pleased to see the good work occurring in the schools.

Ms. West reminded the Committee of the importance of attending the May 28th WMA meeting.

**7. Adjournment**

The meeting adjourned at 10:30 a.m.