

APPROVED

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

**Thursday, March 9, 2017**

**4:00 P.M.**

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

**I. CALL TO ORDER**

Dianne Martinez, President, called the meeting to order at 4:00 p.m.

**II. ROLL CALL**

Adan Alonzo, Recycling Programs

Bernie Camara, Recycling Materials Processing Industry

Jerry Pentin, City of Pleasanton

Peter Maass, City of Albany

Dianne Martinez, City of Emeryville

John Moore, Environmental Organization

Jim Oddie, City of Alameda

Michael Peltz, Solid Waste Industry Representative

Tim Rood, City of Piedmont

Matthew Southworth interim appointment for Steve Sherman, Source Reduction Specialist

**Absent:**

Toni Stein, Environmental Educator

**Staff Present:**

Wendy Sommer, Executive Director

Pat Cabrera, Administrative Services Director

Todd High, Finance Services Manager

Meghan Starkey, Senior Program Manager

Farand Kan, Deputy County Counsel

Arliss Dunn, Clerk of the Board

**Others Present:**

Claire Griffing, City of Albany

Heidi Obermeit, City of Berkeley

Rebecca Parnes, City of Dublin

Roberto Muñoz, City of Union City

Jennifer Cutter, City of Union City

Arthur Boone, NCRA

**III. ANNOUNCEMENTS BY THE PRESIDENT**

Wendy Sommer announced that Matthew Southworth was attending the meeting as an interim appointment for Board member Steve Sherman. Meri Soll announced that Board members should have received an email from Arliss Dunn announcing that funding for grants to non-profits is now available. The deadline for applications is April 10, 2017. This funding is for our reuse and competitive grants and is our largest pot of funding available for the non-profit community. President Martinez announced that immediately following the meeting some Board members and staff will be attending the East Bay EDA Innovation Awards at the Fox Theatre.

**IV. CONSENT CALENDAR**

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|--|--------------------|
| <b>1. Approval of the Draft Minutes of February 9, 2017 (Wendy Sommer)</b> | <b>Action</b>      |
| <b>2. Board Attendance Record (Tom Padia)</b>                              | <b>Information</b> |
| <b>3. Written Report of Ex Parte Communications (Wendy Sommer)</b>         | <b>Information</b> |

Board member Pentin made the motion to approve the Consent Calendar. Board member Maass seconded and the motion carried 9-0 (Ayes: Alonzo, Biddle, Camara, Maass, Martinez, Peltz, Pentin, Rood, Southworth. Nays: None. Abstain: None. Absent: Oddie, Stein)

**V. OPEN PUBLIC DISCUSSION**

Arthur Boone provided public comment and stated that anaerobic digestion projects are not well documented and there is uncertainty regarding the amount of carbon released. He also spoke against the planned OMRF at the Davis Street Transfer station. Mr. Boone distributed a copy of a report from GAIA (Global Alliance for Incinerator Alliances) entitled "Waste Gasification & Pyrolysis: High Risk, Low Yield Processes for Waste Management."

**VI. REGULAR CALENDAR**

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|--|---------------|
| <b>1. Fiscal Year 2015-2016 Audit Report (Todd High)</b>   | <b>Action</b> |
| 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.  |               |

Pat Cabrera introduced Todd High, new Finance Services Manager. Mr. 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 stated that the audit was performed for the three entities; the Waste Management Authority Board, the Recycling Board, and the Energy Council. The fund balance for FY 15/16 ended at \$50.1 million. This is a \$3.3 million increase from June 30, 2015. The fund balance for FY 15/16 includes a \$600,000 pension contribution. The agency's financial position is excellent. The agency received a clean unmodified audit with no internal control deficiencies, and the agency was in compliance with all GASB requirements.

There was no public comment on this item. Board member Pentin made the motion to accept and file the FY 15/16 audit report. Board member Rood seconded and the motion carried 9-0 (Ayes: Alonzo, Camara, Maass, Martinez, Moore, Peltz, Pentin, Rood, Southworth. Nays: None. Abstain: None. Absent: Oddie, Stein).

**2. 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. The link to the report and presentation is available here: [Updated-Fiscal-Forecast-03-09-17.pdf](#)

Board member Pentin stated that the financial forecast is stronger than the prior year and a half. Ms. Sommer stated the forecast is more realistic than years prior. Board member Maass inquired about the purpose of the 21,000 tons of salt disposal from Cargill in Newark. Ms. Cabrera stated that we are contacting Newark staff to find out more about the salt disposal. Board member Pentin stated that he learned as a member of the Altamont Committee that the salt disposal will be a three year project.

There were no comments from the public. President Martinez thanked staff for the presentation.

**3. Municipal Panel: Commercial Organics (Meghan Starkey)**

**Information**

This item is for information only.

Meghan Starkey, Senior Program Manager, provided an overview of the staff report and introduced the panelists: Claire Griffing, City of Albany, Heidi Obermeit, City of Berkeley, Rebecca Parnes, City of Dublin, Roberto Muñoz, City of Union City, and Jennifer Cutter, City of Union City. The panelists shared their experience and insights on the opportunities and challenges of diverting commercial organics in their jurisdictions.

A link to the staff report is available here:

[Municipal-Panel-memo-03-09-17.pdf](#)

An audio link to the presentation and discussion is available here:

[Municipal-Presentation-03-09-17](#)

President Martinez thanked Ms. Starkey and the panelists for their presentation.

**VII. OTHER PUBLIC INPUT**

There was none.

**VIII. COMMUNICATIONS/MEMBER COMMENTS**

There were none.

**IX. ADJOURNMENT**

The meeting adjourned at 5:10 p.m.