

**APPROVED**

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

**Thursday, October 13, 2016**

**4:00 P.M.**

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

**Teleconference  
Adan Alonzo  
41149 Boyce Road  
Fremont, CA 94538  
510-252-0500**

**I. CALL TO ORDER**

Tim Rood, President, called the meeting to order at 4:07 p.m.

**II. ROLL CALL**

Adan Alonzo, Recycling Programs (via teleconference)  
Bernie Larrabe, Recycling Materials Processing Industry  
Peter Maass, City of Albany  
Dianne Martinez, City of Emeryville  
Daniel O'Donnell, Environmental Organization  
Jim Oddie, City of Alameda  
Michael Peltz, Solid Waste Industry Representative  
Tim Rood, City of Piedmont  
Steve Sherman, Source Reduction Specialist

**Absent:**

Jerry Pentin, City of Pleasanton  
Toni Stein, Environmental Educator

**Staff Present:**

Wendy Sommer, Executive Director  
Tom Padia, Deputy Executive Director  
Debra Kaufman, Senior Program Manager  
Rachel Balsley, Senior Program Manager  
Brian Mathews, Senior Program Manager  
Farand Kan, Deputy County Counsel  
Arliss Dunn, Clerk of the Board

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**III. ANNOUNCEMENTS BY THE PRESIDENT**

There were none.

**IV. CONSENT CALENDAR**

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|---|--------------------|
| <b>1. Approval of the Draft Minutes of September 8, 2016 (Wendy Sommer)</b> | <b>Action</b>      |
| <b>2. Board Attendance Record (Wendy Sommer)</b>                            | <b>Information</b> |
| <b>3. Written Report of Ex Parte Communications (Wendy Sommer)</b>          | <b>Information</b> |

Board member Martinez made the motion to approve the Consent Calendar. Board member Oddie seconded and the motion carried 9-0 (Absent: Pentin and Stein).

**V. OPEN PUBLIC DISCUSSION**

There was none.

**VI. REGULAR CALENDAR**

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|---|--------------------|
| <b>1. Final Legislative Status for 2016 (Debra Kaufman)</b> | <b>Information</b> |
|---|--------------------|
- Staff recommends that the P&O Committee receive this 2016 legislative status update.

Debra Kaufman provided an overview of the staff report. The report is available here:

[Final-Legislative-Update-2016-10-13-16.pdf](#)

Board member Moore inquired if there were any two year bills coming up. Ms. Kaufman stated no, the new two year legislative session is starting up and new bill numbers will be assigned. President Rood thanked Ms. Kaufman for her report.

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|--|--------------------|
| <b>2. Business Assistance Program – Fiscal Year 2015-16 Highlights (Rachel Balsley &amp; Michelle Fay)</b> | <b>Information</b> |
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This item is for information only.

Wendy Sommer shared a video about Hong Kong’s efforts to combat litter. The link is available here:

[Hong-Kong-DNA-Litter-video.mp3](#):

Rachel Balsley provided an overview of the staff report and presented a PowerPoint presentation. The report and presentation is available here: [Technical-Assistance-Update-10-13-16.pdf](#)

Board member Maass inquired if follow-up is provided if a business declines services. Ms. Balsley stated follow-up will be with a subsequent inspection to confirm that they are in compliance with the ordinance and if not, a warning letter follows that informs them of a possible fine for non-compliance. Board member Sherman inquired if the bin program is per site or per business account. Ms. Balsley stated bins are provided per site, and we have allowed approvals in shared service settings if there is one garbage account holder with multiple tenants. Board member Sherman inquired about equity among the small businesses with respect to access to the bin program and multi-lingual accessibility. Ms. Balsley confirmed that the technical assistance reps will provide hard copies of the bin program application upon request and will help guide them through the entire process. Ms. Balsley added there is multi-lingual access regarding the ordinance information but not yet for the bin program.

Board member Sherman inquired if staff is able to translate cubic yards into total tons diverted for fiscal year 2015/2016. Ms. Balsley stated the number of tons according to Cascadia is based on a number of density factors but is estimated to be about 650 tons. However, she considers this a low estimate. Mr.

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Padia added this estimate is also in direct response to StopWaste technical assistance and does not include data if the account reached out to the hauler for expanded service or through the city.

President Rood thanked Ms. Balsley for her presentation.

### **3. Enforcement Update (Brian Mathews)**

**Information**

This item is for information only.

Brian Mathews provided an overview of the staff report and presented a PowerPoint presentation. The report and presentation is available here: [Enforcement-Update-10-13-16.pdf](#)

Board member Alonzo stated that he is required to report the jurisdiction of origin on a monthly and quarterly basis to the LEA and inquired if this data is available on the CalRecycle webpage. Mr. Mathews stated yes the information is available but there are often discrepancies with the data because it is reported in aggregate. When reporting to CalRecycle it is not reported by weight tag but in aggregate by material type.

President Rood stated that the City of Oakland is installing curbside bike lanes and inquired about the entity responsible for ensuring that businesses have push/pull services. Mr. Mathews state the City of Oakland is responsible for code enforcement of this type. Mr. Padia added he believes that it is complaint based enforcement.

Board member Sherman stated with respect to the reusable bag ban that the responsibility is on retail stores and inquired if the ordinance could be expanded to cover the wholesalers as well. Ms. Sommer stated that it would require an ordinance amendment and enforcement could only occur where we have jurisdiction, in Alameda County. Enforcement of the Facility Fee Ordinance applies to haulers for loads of waste hauled out of county, it is not enforced on the out-of-county landfills accepting the material. Mr. Mathews added relevant to the facility fee, we only have authority to take enforcement action within the boundaries of Alameda County. Board member Sherman inquired if the polystyrene ordinance adopted by the City of Berkeley covers wholesalers. Ms. Kaufman stated that she is not sure but the ordinances are posted on our website. Board member Sherman inquired if there is a stick available for the haulers for not voluntarily paying the facility fee. Mr. Mathews stated if the violation reaches the citation stage they are charged for both the facility fees owed and an additional penalty for not reporting and remitting by a certain date.

President Rood thanked Mr. Mathews for his report.

### **VII. OTHER PUBLIC INPUT**

There was none.

### **VIII. COMMUNICATIONS/MEMBER COMMENTS**

There were none.

### **IX. ADJOURNMENT**

The meeting adjourned at 4:55 p.m.