

Deborah Cox, **President**  
ACWMA

Jillian Buckholz, **1<sup>st</sup> Vice President**  
Recycling Programs

Jim Oddie, **2<sup>nd</sup> Vice President**  
ACWMA

Bernie Camara, Recycling Materials Processing Industry

Bob Carling, ACWMA

Darby Hoover, Environmental Organization

Tianna Nourot, Solid Waste Industry Representative

Dave Sadoff, ACWMA

Francisco Zermeno, ACWMA

Vacant, Environmental Educator

Vacant, Source Reduction Specialist

Wendy Sommer, Executive Director

## **AGENDA**

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

### **ALAMEDA COUNTY RECYCLING BOARD**

**Thursday, February 13, 2020**

**7:00 P.M.**

**San Leandro Senior Community Center**

**Meeting Room C**

**13909 E. 14th Street**

**San Leandro, CA 94578**

**(510) 577-3462**

**(Directions attached)**

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 January 9, 2020 (Jeff Becerra)**

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

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

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

**9 1. Accumulated Measure D Fund Balance Exceeding Policy Threshold –  
Approval of City of Dublin and City of Pleasanton Expenditure Plans (Meri Soll)**  
Approve the Expenditure Plans submitted by the City of Dublin and City of Pleasanton, and find both cities eligible to continue receiving their quarterly per-capita disbursements from the Recycling Fund through June 30, 2021.

**21 2. Reuse Grant Update – Ecology Center/Vessel Cups (Meri Soll)**  
This item is for information only.

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

#### **VIII. ADJOURNMENT**

**Directions to the San Leandro Senior Community Center**  
**13909 E. 14th Street - San Leandro, CA 94578**

**From 580 East ... coming from Oakland**

- Take the Grand Ave exit (in San Leandro) from I-580 E
- Turn left onto Grand Ave.
- Turn right onto Sybil Ave.
- Turn left onto Bancroft Ave.
- Turn right onto 136th Ave.
- Turn left at the 1st cross street onto E . 14th St.

**From 580 West ... coming from Castro Valley**

- Take the exit toward Fairmont Drive/150th Ave
- Slight left onto Foothill Blvd.
- Turn left onto 150th Ave.
- Drive to E. 14th St. Turn right onto E. 14th St.
- Make a U-Turn at 138th Ave.
- Destination will be on right.

**From 880 North ... coming from Oakland**

- Take the Marina Blvd. East exit
- Turn right onto Marina Blvd.
- Follow Marina Blvd. to San Leandro Blvd.
- Turn right onto San Leandro Blvd. to East 14th Street
- Turn right onto to East 14th Street
- Destination will be on the right.

**From 880 South ... coming from Hayward**

- Take the Marina Blvd. East exit.
- Keep Right to continue on Marina Blvd.
- Turn right onto San Leandro Blvd.
- Turn Right onto E. 14th St.
- Destination will be on the right.

**DRAFT**

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

**Thursday, January 9, 2020**

**4:00 P.M.**

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

**I. CALL TO ORDER**

First Vice President Deborah Cox called the meeting to order at 4:00 p.m.

**II. ROLL CALL OF ATTENDANCE**

Jillian Buckholz, Recycling Programs  
Bernie Camara, Recycling Materials Processing Industry  
Bob Carling, ACWMA  
Deborah Cox, ACWMA  
Darby Hoover, Environmental Organization  
Jim Oddie, ACWMA  
Dave Sadoff, ACWMA  
Francisco Zermeño, ACWMA

**Absent:**

Tianna Nourot, Solid Waste Industry Representative  
Vacant, Source Reduction Specialist  
Vacant, Environmental Educator

**Staff Present:**

Wendy Sommer, Executive Director  
Jeff Becerra, Communications Manager  
Meghan Starkey, Senior Management Analyst  
Justin Lehrer, Senior Management Analyst  
Farand Kan, Deputy County Counsel  
Arliss Dunn, Clerk of the Board

**Others Participating:**

Richard Taylor, Authority Counsel  
Carolyn Bloede, Alameda County Generals Services Agency (GSA)  
Karen Cook, Alameda County Generals Services Agency (GSA)  
Sarah Church, Alameda County Generals Services Agency (GSA)

**III. ANNOUNCEMENTS BY THE PRESIDENT**

There were none.

**IV. OPEN PUBLIC COMMENT**

There was none.

**V. CONSENT CALENDAR**

- 1. Approval of the Draft Minutes of December 12, 2019 (Jeff Becerra)**
- 2. Board Attendance Record (Jeff Becerra)**
- 3. Written Report of Ex Parte Communications (Jeff Becerra)**

There were no public comments for the consent calendar. Board member Carling made the motion to approve the consent calendar. Board member Zermeño seconded and the motion carried 8-0: (Ayes: Buckholz, Camara, Carling, Cox, Hoover, Oddie, Sadoff, Zermeño. Nays: None. Abstain: None. Absent: Nourrot. Vacant: Source Reduction Specialist, Environmental Educator)

**VI. REGULAR CALENDAR**

- 1. Fiscal Year 2018-19 Audit Report (Pat Cabrera & Jennifer Luong)**

Staff recommends that the Recycling Board accept and file the FY 18-19 audit report.

Pat Cabrera presented an overview of the staff report and introduced Matesh Desai, Auditor, Badawi & Associates. Mr. Desai was available to answer any questions. Ms. Cabrera also recognized Jennifer Luong, Financial Services Manager, Nisha Patel, Management Analyst and the rest of the finance team, for their excellent work. Ms. Cabrera stated that the agency has a clean audit with no exceptions and no recommendations for improvements in internal controls and we are in a solid financial position. A link to the staff report is available here: [FY-2018-19--Audit-Report-01-09-20.pdf](#)

Board member Carling commended staff on a great job. President Cox concurred and stated that is reflected that the steps taken over the past year have been very effective.

There were no public comments on this item. Board member Sadoff made the motion that the Recycling Board accept and file the FY 18-19 audit report. Board member Zermeño seconded and the motion carried 8-0:

(Ayes: Buckholz, Camara, Carling, Cox, Hoover, Oddie, Sadoff, Zermeño. Nays: None. Abstain: None. Absent: Nourrot. Vacant: Source Reduction Specialist, Environmental Educator)

- 2. Municipal Panel-Alameda County Recycled Product Purchase Preference (RPPP) (Meghan Starkey)**

This item is for information only.

Meghan Starkey provided an overview of the staff report and introduced the panelists from Alameda County Generals Services Agency (GSA) Office of Sustainability: Carolyn Bloede, Karen Cook, and Sarah Church. The panelists provided a report on their leadership efforts in green purchasing.

An audio link to the presentation is available here: [Alameda-County-GSA-RPPP-Presentation-01-09-20](#)

A link to the PowerPoint presentation is available here: [GSA-RPPP-PowerPoint-Presentation-01-09-20.pdf](#)

President Cox thanked the panelists for their presentation.

### **3. Countywide Element Update: Follow Up Discussion (Meghan Starkey)**

Discuss the issues listed in the staff report and provide input to staff.

Meghan Starkey provided an overview of the staff report. A link to the report is available here: [ColWMP-Followup-Discussion-01-09-20.pdf](#)

Board member Sadoff stated that the Castro Valley Sanitary District will be impacted by the fifteen mile rule and they would like to have a carbon footprint analysis and other formal evaluations conducted on this issue in the future. Board member Hoover stated that in addition to the review for assessing emissions and other environmental factors, she would like to also include information on the additional tons per mile that would be covered, where those additional reductions and expansions may occur, and which cities may take advantage of this. Mr. Taylor added we see this as something that would require very thoughtful analysis but it is not within the scope of the current update of the ColWMP. However, we are flagging the issue as something that requires a more thorough analysis so that the Board has complete information. Board member Zermeño stated that Hayward staff doesn't see any need for changes to the fifteen mile rule at this time.

Board member Hoover reiterated her request to add generation rates along with the per capita rate. Ms. Starkey stated we are capturing that information from our member agencies. President Cox commented on the outreach campaigns with regard to the reusable bag ordinance and the public perception that they are doing the right thing by getting a heavier plastic bag from the retailer. President Cox recommended that the messaging focus on bringing their own bag. Board member Buckholz stated that she had read about the City of Berkeley's efforts to eliminate paper cups or charging for take-out cups, and she also heard about a company called Vessel that offered subscriptions for reusable cups. Justin Lehrer stated that we are working on the issue of reusable food ware and we will have a follow-up discussion at the January WMA meeting to discuss the options for a model or countywide ordinance. Mr. Lehrer added we are carefully watching the City of Berkeley as well, and the Vessel program is a pilot project with approximately nine restaurants participating in the program. Mr. Lehrer added the key issue is to try and develop infrastructure for reusable food ware in the to-go sector. Board member Oddie stated that he as well as other Board members have received inquiries from the press and he is amazed at the interest in this issue. Board member Zermeño recently appeared on Telemundo regarding this issue.

County Counsel Farand Kan provided a response regarding the use of the agency property for the development of a compost or recycling facility. Mr. Kan stated that the other "Measure D" that provides a description of Land Use Designations and allowable uses as specified under the East County Area plan allows that the land could possibly be used for developing a composting facility but not likely for a recycling facility. Ms. Sommer stated that we currently have enough composting capacity in county. WMA Legal Counsel Richard Taylor provided a response regarding the conformance finding process and whether the WMA Board could adopt an ordinance requiring the cities to notify the agency in the initial stages of submitting environmental documents for a solid waste project within the county. Mr. Taylor stated that as he advised the P&A Committee, the WMA had the legal authority to do so. He noted that enforcement might be challenging from a practical standpoint and suggested that an alternative approach would be to focus on solidifying staff relationships through the Technical Advisory Committee (TAC) or other means to demonstrate the benefit of having the knowledge and expertise that the WMA could provide for their particular project.

Ms. Starkey stated that the next steps will be to provide a summary of the goals and policies from the Board discussions and stakeholder input and we hope to bring the full document to the WMA Board for a first reading in March or April.

## **DRAFT**

### **VII. COMMUNICATIONS/MEMBER COMMENTS**

Wendy Sommer announced that StopWaste recently earned a 2-Star rating from Fitwel, the leading certification system for buildings designed and operated to support occupant health and well-being. This is a significant award as StopWaste is the first public agency to receive certification.

Board member Oddie inquired about the two vacancies on the Recycling Board. Mr. Becerra stated that technically we have three vacancies. Board member Camara has graciously agreed to continue to serve in the category of Recycling Materials Processing Industry until a successor is appointed. Mr. Becerra added we are working with Supervisor Keith Carson's office to fill the vacancies and hope to have them filled within the coming months.

### **VIII. ADJOURNMENT**

The meeting adjourned at 4:56 p.m.

## 2020 - ALAMEDA COUNTY RECYCLING BOARD ATTENDANCE

	J	F	M	A	M	J	J	A	S	O	N	D
REGULAR MEMBERS												
J. Buckholz	X											
B. Camara	X											
B. Carling	X											
D. Cox	X											
D. Hoover	X											
T. Nourrot	A											
J. Oddie	X											
D. Sadoff	X											
F. Zermeño	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:** February 13, 2020  
**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:** February 13, 2020

**TO:** Alameda County Source Reduction and Recycling Board

**FROM:** Meri Soll, Senior Program Manager

**SUBJECT:** Accumulated Measure D Fund Balance Exceeding Policy Threshold –  
Approval of City of Dublin and City of Pleasanton Expenditure Plans

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## SUMMARY

The Recycling Board has adopted rules regarding municipal eligibility to receive further disbursements of per capita Measure D revenues once a specified unspent fund balance threshold is exceeded. The municipality must submit, and the Recycling Board must approve, an expenditure plan explaining how the accumulated funds will be spent down below the threshold, before the municipality will be eligible to receive further Measure D per capita monies. The Cities of Dublin and Pleasanton both reported unspent fund balances at the end of FY 18-19 that exceed the current policy threshold, and have submitted Expenditure Plans for FY 19-20 and FY 20-21 for Board consideration.

## DISCUSSION

The County Charter (Measure D) directs that 50% of Recycling Fund revenues (from the \$8.23 per ton landfill surcharge) “...shall be disbursed on a per capita basis to municipalities for the continuation and expansion of municipal recycling programs.” (Subsection 64.060(B)(1)).

In 2006 the Recycling Board adopted Resolution #RB 2006-12 establishing rules regarding municipal accounting of Measure D revenues and expenditures, and eligibility to receive further disbursements when a specified unspent fund balance threshold is exceeded. In November 2014, the Recycling Board adopted Resolution #RB 2014-2 (Attachment A) revising the threshold for unspent fund balances. The purpose of this policy is to encourage the use of Measure D funds to help achieve countywide waste reduction goals, and to discourage the stockpiling of funds with no clear plan for their future application. Specifically, the policy states:

*Any municipality receiving per capita disbursements of Recycling Fund monies under the Alameda County Waste Reduction and Recycling Act, Section 64.060, shall present to the Board for its approval a written expenditure plan if, at the end of any fiscal year, that municipality has an*

*unspent balance of such monies that exceeds the amount of \$8.00 (eight dollars) multiplied by the population basis used for the first quarterly disbursement of that fiscal year.*

*If the municipality fails to provide that written plan or the Board does not approve that plan, the municipality shall be ineligible to receive further disbursements per Section 64.060. The municipality shall not be eligible for further disbursements until the required plan is submitted and approved by the Board, all such forfeited monies shall be disbursed to the remaining eligible municipalities on per capita basis.*

The Recycling Board has dealt with other instances where municipalities exceeded their Measure D thresholds. The Cities of Hayward and Livermore followed their plans and reduced their fund balances below the policy threshold within two fiscal years. The City of Newark is in the process of spending down their excessive fund balance per the two year expenditure plan submitted to and approved by the Recycling Board in January, 2019.

Reports from municipalities accounting for Measure D revenues and expenditures for FY 18-19 were due to StopWaste on October 25, 2019. The Cities of Dublin and Pleasanton both reported unspent fund balances as of June 30, 2019, which exceeded the allowable threshold amount per Resolution RB 2014-2. The chart below provides a breakdown of both entities' current fund balance and allowable thresholds.

City	Ending Fund Balance FY 18-19	Allowable Fund Balance	Exceeds Fund Balance
Dublin	\$506,843	\$505,928	\$915
Pleasanton	\$656,414	\$633,607	\$22,807

Per resolution requirements, both cities have submitted expenditure plans showing how they intend to spend down their Measure D fund balance below their threshold by June 30, 2021, the end FY 20-21. See Attachment B for City of Dublin's expenditure plan and Attachment C for the City of Pleasanton's plan. Both plans include proposed activities and expenditures to spend down their fund balance to below the indicated threshold by the end of FY 20-21.

The Board policy on accumulated fund balances ensures that Recycling Fund monies are used consistently to continue and expand municipal waste reduction programs. The Board policy states:

In evaluating a municipality's proposed expenditure plan, the Board shall consider the following:

- The proposed specific use(s) of the remaining balance and future disbursements.
- The proposed length of time, or schedule over which disbursed funds or fund balances would be used.
- The scope or amount of funds proposed to be expended over the term of the plan.
- The extent to which the plan is designed to meet or promote the provisions, goals or policies of the Act including but not limited to timely expenditure of the funds "for the continuation and expansion of municipal recycling programs."
- Any other objective and reasonable factors that may be presented by the municipality to support its contention that its proposed plan meets or promotes the provisions, goals or policies of the Act.

## **RECOMMENDATION**

Approve the Expenditure Plans submitted by the City of Dublin and City of Pleasanton, and find both cities eligible to continue receiving their quarterly per-capita disbursements from the Recycling Fund through June 30, 2021.

### **Attachments:**

Attachment A – RB Resolution #2014-2

Attachment B – City of Dublin FY 2019-20 – 2020-21 Measure D Expenditure Plan

Attachment C – City of Pleasanton Plan FY 2019-20 – 2020-21 Measure D Expenditure Plan

## ATTACHMENT A

### ALAMEDA COUNTY SOURCE REDUCTION AND RECYCLING BOARD

#### RESOLUTION #RB 2014-2

MOVED: Wozniak

SECONDED: Sherman

AT THE MEETING HELD NOVEMBER 13, 2014

#### REVISION OF RECYCLING BOARD RESOLUTION #RB 2006-12 REGARDING FUND BALANCES OF RECYCLING FUND PER CAPITA ALLOCATIONS

**WHEREAS**, the Alameda County Charter Section 64 (the Alameda County Waste Reduction and Recycling Act of 1990, hereinafter the "Act") states that "The Recycling Board shall formulate rules for its own procedures and other rules as necessary to facilitate the implementation of the provisions of this Act," (Subsection 64.130(J)); and

**WHEREAS**, the Act states that fifty percent of the monies from the Recycling Fund shall be disbursed on a per capita basis to municipalities for the continuation and expansion of municipal recycling programs (Subsection 64.060 (B)(1)); and

**WHEREAS**, on November 9, 2006 the Recycling Board adopted Resolution #RB 2006-12, including the following:

Rule 2: Any municipality receiving per capita disbursements of Recycling Fund monies under the Alameda County Waste Reduction and Recycling Act, Section 64.060, shall present to the Board for its approval a written expenditure plan if, at the end of any fiscal year, that municipality has an unspent balance of such monies that exceeds the sum of the municipality's last eight quarterly Recycling Fund per capita disbursements.

If the municipality fails to provide that written plan or the Board does not approve that plan, the municipality shall be ineligible to receive further disbursements per Section 64.060. The municipality shall not be eligible for further disbursements until the required plan is submitted and approved by the Board and all such forfeited monies shall be disbursed to the remaining eligible municipalities on a per capita basis.

In evaluating a municipality's proposed expenditure plan, the Board shall consider the following:

- The proposed specific use(s) of the remaining balance and future disbursements.
- The proposed length of time, or schedule over which disbursed funds or fund balances would be used.
- The scope or amount of funds proposed to be expended over the term of the plan.
- The extent to which the plan is designed to meet or promote the provisions, goals or policies of the Act including but not limited to timely expenditure of the funds "for the continuation and expansion of municipal recycling programs."
- Any other objective and reasonable factors that may be presented by the municipality to support its contention that its proposed plan meets or promotes the provisions, goals or policies of the Act.

These proposed rules shall take effect July 1, 2007. Rule 2 will be applied to the Measure D Annual Reports submitted after the end of FY 07/08 and each year thereafter.

And **WHEREAS**, the absolute dollar amount and the per capita amount of Recycling Fund municipal allocations have declined significantly since 2006, resulting in a declining threshold represented by the sum of the last eight quarterly Recycling Fund per capita disbursements, and

**WHEREAS**, municipalities have requested that the Recycling Board revise the “Rule 2” policy to increase the threshold of unspent per capita allocations that triggers the requirement for an approved Expenditure Plan or ineligibility to receive further disbursements,

**NOW THEREFORE, BE IT RESOLVED**, that the Alameda County Source Reduction and Recycling Board hereby revises and replaces “Rule 2” from Resolution #RB 2006-12 with the following:

Rule 2: Any municipality receiving per capita disbursements of Recycling Fund monies under the Alameda County Waste Reduction and Recycling Act, Section 64.060, shall present to the Board for its approval a written expenditure plan if, at the end of any fiscal year, that municipality has an unspent balance of such monies that exceeds the amount of \$8.00 (eight dollars) multiplied by the population basis used for the first quarterly disbursement of that fiscal year.

If the municipality fails to provide that written plan or the Board does not approve that plan, the municipality shall be ineligible to receive further disbursements per Section 64.060. The municipality shall not be eligible for further disbursements until the required plan is submitted and approved by the Board and all such forfeited monies shall be disbursed to the remaining eligible municipalities on a per capita basis.

In evaluating a municipality’s proposed expenditure plan, the Board shall consider the following:

- The proposed specific use(s) of the remaining balance and future disbursements.
- The proposed length of time, or schedule over which disbursed funds or fund balances would be used.
- The scope or amount of funds proposed to be expended over the term of the plan.
- The extent to which the plan is designed to meet or promote the provisions, goals or policies of the Act including but not limited to timely expenditure of the funds “for the continuation and expansion of municipal recycling programs.”
- Any other objective and reasonable factors that may be presented by the municipality to support its contention that its proposed plan meets or promotes the provisions, goals or policies of the Act.

Rule 2 will be applied to the Measure D Annual Reports submitted after the end of FY 13/14 and each year thereafter.

**Passed and adopted this 13th day of November, 2014 by the following vote:**

AYES:	Jones, Natarajan, O’Donnell, Peltz, Pentin, Sherman, Tao, Wozniak
NOES:	None
ABSTAIN:	None
ABSENT:	Ellis, Kirschenheuter, Stein



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**Gary Wolff, Executive Director**



February 2, 2020

Ms. Wendy Sommer  
Executive Director  
StopWaste  
1537 Webster Street  
Oakland, CA 94612

Re: City of Dublin Measure D Expenditure Plan for Fiscal Year 2019-20

Dear Ms. Sommer:

The City of Dublin's Measure D fund balance has exceeded the allowable balance by \$915.04 as established by Rule 2 of the Alameda County Source Reduction and Recycling Board (Board) Resolution #2014-2. As a result, the City of Dublin is submitting this Measure D Expenditure Plan for Fiscal Year 2019-20 for the Board's consideration.

Rule 2 established the formula for calculating the Measure D threshold for unspent funds ( $\$8 \times \text{population} = \text{threshold}$ ). Inserting Dublin's population, as shown in the StopWaste quarterly disbursement payment, into this formula ( $\$8 \times 63,241$ ) establishes a maximum balance of \$505,928 for the City of Dublin Measure D fund. The annual Measure D spending report submitted for Fiscal Year 2018-19 reported a fund balance of \$506,843.04 which equates to an exceedance of \$915.04.

Dublin City Council adopted Resolution No. 50-19 on May 21, 2019 adopting a budget for the City of Dublin for Fiscal Year 2019-20 which approved a Measure D budget of \$252,050. Spending of the approved budget will return the City of Dublin's Measure D fund balance below the allowable balance as established by Rule 2 of the Board Resolution #2014-2. To ensure that the City continues to responsibly expend Measure D funds, staff has identified additional expenditures totaling \$105,950 for Fiscal Year 2019-20. A summary of the City's Measure D Fund account is shown in Table 1 below and Fiscal Year 2019-20 planned spending is shown in Table 2.

City of Dublin Measure D Fund	
Fiscal Year 2018-19 Carryover	\$506,848.04
Fiscal Year 2019-20 Estimated Quarterly Disbursements	\$213,851.19
Fiscal Year 2019-20 Estimated Interest	\$15,000.00
Estimated Total Fiscal Year 2019-20 Funds	\$735,699.23
Budgeted Fiscal Year 2019-20 Spending	\$252,050.00
Additional Proposed Fiscal Year 2019-20 Spending	\$105,950.00
Estimated Fiscal Year 2019-20 Carryover	\$377,699.23
Allowable Carryover	\$505,928.00

**City Council**  
925.833.6650

**City Manager**  
925.833.6650

**Community Development**  
925.833.6610

**Economic Development**  
925.833.6650

**Finance/IT**  
925.833.6640

**Fire Prevention**  
925.833.6606

**Human Resources**  
925.833.6605

**Parks & Community Services**  
925.833.6645

**Police**  
925.833.6670

**Public Works**  
925.833.6630

**100 Civic Plaza**  
**Dublin, CA 94568**  
**P 925.833.6650**  
**F 925.833.6651**  
**www.dublin.ca.gov**



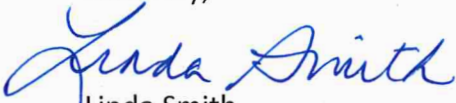
<b>Table 2: Fiscal Year 2019-20 Planned Measure D Spending</b>	
Tools for business and multifamily compliance with the Alameda County Waste Management Authority's Mandatory Recycling Ordinance which the City of Dublin opted into effective January 1, 2020. Tools include internal collection containers, decals, signage, technical assistance, and new MFD brochure development and printing.	\$40,000
Waste diversion tools and 4Rs assemblies for Dublin schools.	\$10,000
* Bay Friendly Certified Landscape design and installation at Don Biddle Park. (\$100,000 total)	\$15,000
Waste diversion support at large events.	\$10,000
Climate Action Planning and implementation in the areas of waste diversion and carbon sequestration.	\$10,000
Zero waste workshops as part of Dublin Pride Week including sheet mulching, fix-it clinic, zero waste cooking, and a loose your lawn party. Food and zero waste giveaways for large volunteer day with projects that include two large scale sheet-mulching efforts along City path and bioretention areas.	\$20,000
Memberships, conferences, travel, mileage	\$8,000
Reusable Produce Bags for Farmers' Market	\$20,000
* Debris Management Plan (\$75,000 total)	\$25,000
Three stream sorting containers for City facilities, parks, and public litter containers. Additional public organics and recycle containers to pair with trash only locations.	\$20,000
Staffing for Measure D related work including waste hauling franchise agreement negotiations.	\$30,000
Fifty percent or more post-consumer recycled content building material for the Public Safety Complex.	\$50,000
Fifty percent or more post-consumer recycled content building material for the Imagine Playground.	\$100,000
<b>Total FY 2019-2020</b>	<b>\$358,000</b>

\*Anticipate initiating, but not completing the project in fiscal year 2019-2020.

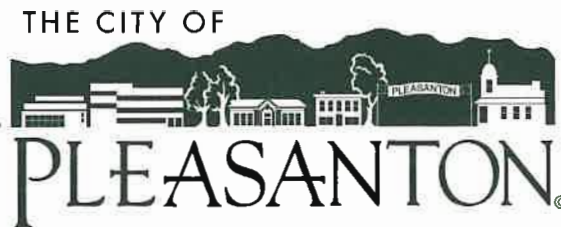
The City of Dublin anticipates additional spending in Fiscal Years 2020-21 and 2021-22 as part of implementation of SB 1383. Since CalRecycle has not yet released the final rulemaking for SB 1383, staff does not have specific items or budget proposed for SB 1383 implementation. Staff anticipates using Measure D funds for consultant support for the following SB 1383 implementation activities: 1) possible franchise agreement updates to align with SB 1383 requirements; 2) the development of a food waste recovery plan; and 3) public outreach support and education tool development. The City also intends to work with Rethink Disposables or a similar organization to promote the use of reusables. As noted in Table 2, spending is also planned to complete the Debris Management Plan and installation of a certified Bay Friendly Landscape at Don Biddle Park. The City of Dublin's Measure D Fund balance is projected to be under the maximum threshold by the end of Fiscal Year 2019-20 and remain under the threshold in future budget cycles due planned projects and the new implementation requirements of SB 1383.

Thank you for your consideration of the City of Dublin's Expenditure Plan for Fiscal Year 2019-20. If you have any questions regarding this Expenditure Plan, please contact Environmental Technician Rebecca Parnes at [rebecca.parnes@dublin.ca.gov](mailto:rebecca.parnes@dublin.ca.gov) or 925-452-2150.

Sincerely,



Linda Smith,  
City Manager



January 27, 2020

StopWaste  
Wendy Sommer, Executive Director  
1537 Webster Street  
Oakland, CA 94612

RE: City of Pleasanton FY 2020-2021 and FY 2021-2022 Measure D Expenditure Plan

Dear Ms. Sommer:

This letter serves as the City of Pleasanton's Measure D Expenditure Plan for the two year period beginning July 1, 2020 through June 30, 2022 and is submitted in accordance with Rule 2 of the Alameda County Source Reduction and Recycling Board Resolution #RB 2014-2. Rule 2 limits any agency's Measure D fund balance not to exceed the amount of \$8.00 multiplied by the population basis used for the first quarterly disbursement of that fiscal year. If this amount is exceeded, the agency must submit an Expenditure Plan and their Measure D funds are temporarily suspended until the Expenditure Plan is approved. At this point, the City of Pleasanton's Measure D fund balance has grown to exceed the allowable balance by \$22,807.00.

In the coming fiscal year, the City will be adding a new Management Analyst position and 50% of the position's time will be focused on sustainability efforts allowable by Measure D. The portion of expense to be charged to Measure D will be \$73,100 annually.

In addition, over the next two years, the City will begin work on developing an implementation plan for SB 1383. The City has retained HF&H Consultants, LLC to provide assistance in preparing the plan and conducting implementation efforts. To date, \$50,000 dollars annually from Measure D has been budgeted for this task. Once the implementation plan is completed, the City anticipates additional funds will be allocated for enforcement and community education and outreach efforts.

With these two new expenses totaling \$123,100.00 in addition to our currently budgeted annual Measure D expenditures of \$336,000 this will bring the City back into compliance with #RB 2014-2, Rule2.

Thank you for your consideration of Pleasanton's Expenditure Plan. If you have any questions regarding the Expenditure Plan, please contact Assistant to the City Manager, Becky Hopkins at [bhopkins@cityofpleasantonca.gov](mailto:bhopkins@cityofpleasantonca.gov) or at 925-931-5009.

Sincerely,

  
Nelson Fialho  
City Manager

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(925) 931-5027  
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## Measure D Expenditure Plan Fiscal Years 2019-20 through 2021-22

Fiscal Year	Expenses	Measure D Revenue	Fund Balance Reduction
2019-20	\$336,000	\$268,000	\$68,000
2020-21	\$409,100	\$268,000	\$141,100
2021-22	\$409,100	\$268,000	\$141,100

### Fiscal Year 2019-20

Total Budgeted: \$336,000

Actual expended as of 1/31/20: \$86,821.68

Estimated Measure D Revenues: \$268,000

The anticipated Measure D revenue for this fiscal year is \$268,000 and expenses are at 32% of the anticipated revenue. There is \$249,178.32 remaining to be spend this fiscal year and with the remaining projects planned for the next five months we believe the funds will be expended.

Description	Budgeted	Expended as of 1/31/20
Contract with HF&H – Organics Disposal contract procurement, SB 1383 Implementation Project, as needed technical assistance	\$200,000	\$6,007.70
Organics Disposal contract - The procurement process for the Organics Disposal contract has come to a pause due to the sale of the company we were negotiating with; thus expenses have not been accrued for this project as anticipated. We plan to engage new owners late the winter to begin the process again.		
SB 1383 Implementation Project – This project is in the beginning stages. We are planning to do a Waste Characterization Study and HF&H are waiting for clarification from CalRecycle regarding the methodology for the study. We anticipate the study will be completed early spring.		
Technical assistance as need: HF&H provides assistance for managing our franchise agreement.		
Description	Budgeted	Expended as of 1/31/20
Contract with Go Green Initiative	\$50,000	\$50,000
Local Leaders of the 21 <sup>st</sup> Century Program – offered at both high schools in Pleasanton, the students learn about 4 key systems: energy, water, waste, and food. Students learn where our resources come from and where they go, infrastructure: current and future needs, and how public policy affects our resources.		
MRO Implementation efforts – students from the Local Leaders and the Summer Intern program along with Go Green staff are assisting the City in implementation efforts for the MRO at city facilities and in the community. They are assisting with outreach and education through providing training, presentations and tabling at events.		



Description	Budgeted	Expended as of 1/31/20
Misc. Supplies and Equipment	\$50,000	\$30,813.98
Events - Earth Day, HHW event at fairgrounds, Outreach Event for Commercial Clients Internal City recycling efforts - k-cup recycling, water lab equipment recycling, pen recycling, and Reusable coffee cups Pilot Project at Pleasanton Senior Center.		
Description	Budgeted	Expended as of 1/31/20
Advertising and Printing	\$36,000	\$0
We will be incurring costs for Advertising in the spring for Earth Day, HHW event and ad to inform residents about recycling. We are also planning to create new residential and commercial brochure for recycling.		

For fiscal year, 2020-21 and 2021-22 the City will be allocating 50% of a full time Management Analyst to Measure D. In addition, the City is working with consultant HF&H on an SB 1383 implementation plan and anticipate that some additional staffing may be hired and portions of their salary, as appropriate, may be charged to Measure D.

As demonstrated in the tables above, if the estimated Measure D Revenue for each year is about \$286,000, the City is planning to spend \$409,100, which will reduce the fund balance by \$246,200 over the two-year period.



## Fiscal Year 2020-21 and Fiscal Year 2021-22

Total Budgeted: \$409,100 each year

Description	Budgeted
50% of a Management Analyst Position	\$73,100
Description	Budgeted
Contract with HF&H – SB 1383 Implementation Project, as needed technical assistance	\$200,000
Description	Budgeted
Contract with Go Green Initiative	\$50,000
Description	Budgeted
Misc. Supplies and Equipment	\$50,000
Description	Budgeted
Advertising and Printing	\$36,000

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**DATE:** February 13, 2020

**TO:** Planning Committee/Recycling Board

**FROM:** Meri Soll, Senior Program Manager

**SUBJECT:** Reuse Grant Update – Ecology Center/Vessel Cups

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## **SUMMARY**

Last fiscal year StopWaste provided grant awards totaling \$275,000 to twenty entities focused on reuse, repair, deconstruction, and redistribution of goods. One of the grant recipients, The Ecology Center, was awarded \$50,000 to pilot test the Vessel returnable cup system at cafes in Berkeley. At the February Planning Committee/Recycling Board meeting, staff from the Ecology Center and Vessel will provide an update on grant activities and deliverables.

## **DISCUSSION**

For the past 10 years, StopWaste has offered Reuse Operating Grants to provide operational funding for nonprofit reuse entities in Alameda County. In recent years, to align with our adopted guiding principles that prioritize waste-reduction “upstream” activities, we have expanded grant funding to both nonprofits and businesses to increase reuse infrastructure and services in Alameda County.

The Ecology Center is a Berkeley based 501(c)(3) nonprofit that aspires to transform the ideals of sustainability into everyday practice. The recent \$50,000 grant award to the Ecology Center is to pilot test the Vessel returnable reusable cup service ([www.vesselworks.org](http://www.vesselworks.org)), and assist in the development of a model program that could be replicated elsewhere. The goal of the pilot project is to initiate and normalize the use of reusable food ware, test customer and business acceptance, develop a successful business model, and learn for future expansions. Additional long term goals are to further reduce single-use disposable food ware and create a model for city-wide and regional adoption.

## **RECOMMENDATION**

This item is for information only.