

STOPWASTE



ANNUAL BUDGET

Fiscal Year 2017-18

ADOPTED BY:

- Alameda County Waste Management Authority - May 24, 2017
- Energy Council - May 24, 2017
- Source Reduction and Recycling Board - June 8, 2017

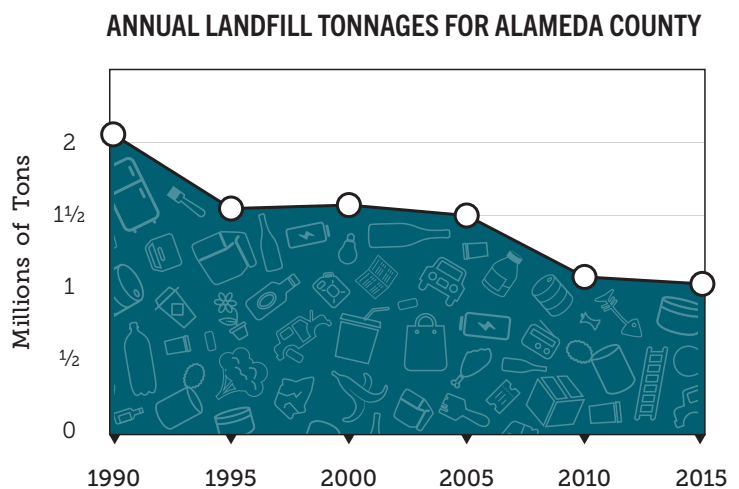
ABOUT THE AGENCY

StopWaste helps Alameda County's businesses, residents and schools waste less, recycle more and use water, energy and other resources efficiently. We're a public agency governed by the Alameda County Waste Management Authority, the Alameda County Source Reduction and Recycling Board, and the Energy Council.

Since 1976, we've been helping Alameda County residents, businesses, schools and public agencies increase recycling, reduce waste, and conserve resources. With local partners, we helped launch the green building movement in California and organized one of the first and largest food scrap collection programs in the country.

Since 1990 we've helped cut the amount of garbage going to landfill in half in Alameda County, even with a population increase of 25 percent.

Our work helps people make better decisions everyday about the products they buy, the resources they use, and what they throw away.



2016 AWARDS

- 2016 Governor's Environmental and Economic Leadership (GEELA) Award for the Schools Education Program
- 2016 California Resource Recovery Association Next Generation Recycler Award for the 4Rs Student Action elementary classroom program
- 2016 Construction Demolition Recycling Association President's Award in appreciation for long time support of legitimate C&D recycling

BOARD MEMBER ROSTER

WASTE MANAGEMENT AUTHORITY (ACWMA)

| | |
|-------------------------------------------|--------------------------------------|
| County of Alameda | Keith Carson |
| City of Alameda | Jim Oddie |
| City of Albany | Peter Maass |
| City of Berkeley | Jesse Arreguin |
| Castro Valley Sanitary District | Dave Sadoff, Second Vice President |
| City of Dublin | Don Biddle |
| City of Emeryville | Dianne Martinez |
| City of Fremont | Vinnie Bacon |
| City of Hayward | Sara Lamnin |
| City of Livermore | Bob Carling |
| City of Newark | Michael Hannon, First Vice President |
| City of Oakland | Dan Kalb, President |
| Oro Loma Sanitary District | Shelia Young |
| City of Piedmont | Tim Rood |
| City of Pleasanton | Jerry Pentin |
| City of San Leandro | Deborah Cox |
| City of Union City | Lorrin Ellis |

SOURCE REDUCTION AND RECYCLING BOARD

| | |
|---------------------------------------------------|-------------------------------------|
| Environmental Organization | John Moore |
| Environmental Educator | Toni Stein |
| Recycling Materials Processing Industry | Bernie Camara |
| Recycling Programs | Adan Alonzo |
| Solid Waste Industry Representative | Michael Peltz |
| Source Reduction Specialist | Steve Sherman, First Vice President |
| ACWMA | Peter Maass |
| ACWMA | Dianne Martinez, President |
| ACWMA | Jim Oddie |
| ACWMA | Jerry Pentin, Second Vice President |
| ACWMA | Tim Rood |

ENERGY COUNCIL

| | |
|-------------------------------|---------------------------------------|
| County of Alameda | Keith Carson |
| City of Alameda | Jim Oddie, Second Vice President |
| City of Albany | Peter Maass |
| City of Berkeley | Jesse Arreguin |
| City of Dublin | Don Biddle |
| City of Emeryville | Dianne Martinez, First Vice President |
| City of Fremont | Vinnie Bacon |
| City of Hayward | Sara Lamnin |
| City of Livermore | Bob Carling |
| City of Newark | Michael Hannon |
| City of Oakland | Dan Kalb |
| City of Piedmont | Tim Rood |
| City of Pleasanton | Jerry Pentin |
| City of San Leandro | Deborah Cox |
| City of Union City | Lorrin Ellis, President |

TRANSMITTAL LETTER

Board Members & Constituents:

This budget outlines the work we will do in the coming year to help make Alameda County a more sustainable place to live, where residents and businesses make thoughtful purchasing decisions, dispose of waste properly, and our communities build up their resiliency to climate change. This document reflects an integrated budget for our three governing boards, including detailed information on where our funding comes from and how we plan to spend it.

At StopWaste, we provide quality programs while remaining fiscally accountable. To achieve our goal of matching core expenditures with core revenues without increasing fees, we have to budget at least \$400,000 less each year by refining our programs to align with a clear set of priorities. Towards this end, we completed a priority setting process in fall 2016 with our Board members and stakeholders. The result was adoption of guiding principles by the Waste Management Authority Board to inform programmatic focus areas for the next two years. Guiding principles coming from this process are reflected in this budget, including a strengthening of our commitment to preventing food and organic waste, and a greater emphasis on “upstream” projects that focus more on the “reduce” and “reuse” areas of the waste reduction hierarchy, while continuing our commitment to implement the Mandatory Recycling Ordinance.

This year we are adding some complementary goals, outlined in the Program Overview section, to support our “less than 10 percent good stuff in landfill” long-term aspirational goal. We continually develop and implement programs that have meaningful impact on our communities. This year we are strengthening our community and schools-based outreach efforts and adding a measurement project to ensure ongoing analysis of programmatic effectiveness. We are also discontinuing some legacy projects that are no longer relevant.

With staff’s creativity, dedication and exceptional work we are able to meet the core budget goal of \$11 million, which reflects a \$400,000 reduction from last year’s budget. The Energy Council continues to be successful in securing close to \$7 million in external funds that help diversify our budget. This proposed budget also includes core fund balances and reserves that total \$21.2 million, far exceeding the minimum two month operating budget commonly required.

This budget is intended to help you understand our priorities, revenue sources and expected spending. As a public agency, we take our accountability and fiscal responsibility seriously. We also honor our tradition of innovation at StopWaste, and look forward to making a tangible impact to the communities we serve.

A handwritten signature in black ink that reads "Wendy Sommer". The signature is fluid and cursive, with the first name "Wendy" and last name "Sommer" clearly distinguishable.

Wendy Sommer, Executive Director



ACKNOWLEDGEMENTS - FY 17-18 INTEGRATED BUDGET

SUBMITTED BY:

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This proposed budget reflects the hard work of every team member, and they all deserve recognition and gratitude for their efforts. Special thanks to Karen Kho and Justin Lehrer for their initiative and development of an improved budget framework and process.

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I. PROGRAM OVERVIEW

I. PROGRAM OVERVIEW

PRIORITY SETTING: GUIDING PRINCIPLES AND NEW GOALS

Our budget and work plans each year are primarily guided by the Agency's Strategic Plan 2020, adopted in 2010. Constraining resources and our commitment to achieving long-term financial stability have led us to set priorities within the comprehensive plan, and focus our efforts where we can achieve the greatest results in support of our mission, stakeholders, and member agencies. In order to shift towards a more fluid, adaptive approach to strategic planning, we plan to reassess our progress and priorities every two years going forward.

The guiding principles below were developed in response to Board and stakeholder input gathered during the priority setting public process, and are being used for strategy and budget development this fiscal year and next. The Energy Council previously went through a separate process and adopted a set of priorities for 2016-2018.

GUIDING PRINCIPLES

- Emphasize waste prevention over management of discards in non-mandatory projects.
- Explore innovative and experimental approaches that may be leveraged by member agencies.
- Emphasize project implementation and collect data only as needed to make informed decisions.
- Pursue projects with multiple sustainability benefits (greenhouse gas reduction, water conservation) only when linked with materials and waste management.
- Organics, as the largest remaining portion of the waste stream to landfill, will continue to be an emphasis for the next two years.
- Develop programs that directly reach out to target audiences and communities; coordinate with member agencies.
- Only implement ordinances that are currently in place (bags and mandatory recycling, plant debris), without introducing new mandatory programs in the coming two-year period.
- Coordinate and collaborate with local public agencies to avoid duplication of effort.
- Ensure the flexibility to add new projects and cut back on existing projects when appropriate.

Our programmatic focus is shifting upstream as we increasingly emphasize projects that target “reduce” and “reuse” in the waste reduction hierarchy. A significant driver for this shift in FY 17-18 is the development of new outreach and education programs focused on reducing consumer food waste.

In addition to the guiding principles, we’re adding interim goals that provide more specificity and help measure progress on the path toward the strategic plan aspirational goal of “less than 10 percent good stuff in the garbage by 2020.” These interim goals include discrete milestones for the organics, packaging, and built-environment focus areas that address discards management as well as upstream indicators, such as reduction in waste generation via prevention or reuse, and consumer awareness related to our current priorities. In the coming year we will consider additional interim goals that target materials optimization. Upstream goals can be more challenging to quantify but are important to help measure progress towards rethinking and redesigning products and materials that are problematic for our local waste and recycling systems.

FIGURE 1: COMPARISON OF PROGRAMS BY HIERARCHY

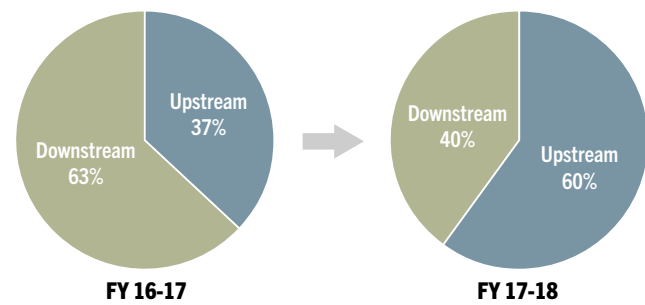

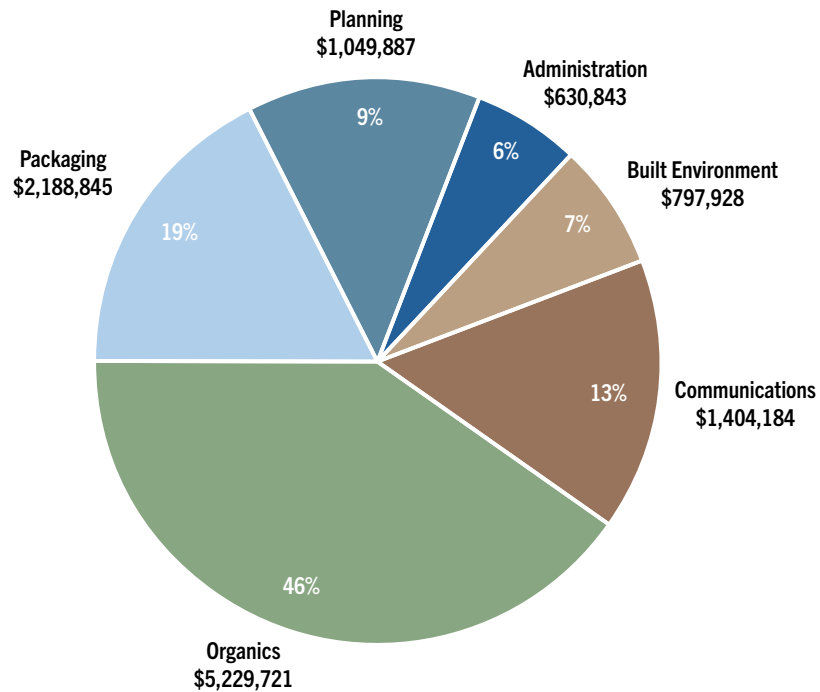


FIGURE 2: AGENCY GOALS BY 2018

| | | Organics | Packaging | Built Environment |
|---------------------------------------------------------------------------------------------------------------|------------------------------------|----------------------------------------------------------|---------------------------------------------------------------------------|---------------------------------------------------------------------------|
| UPSTREAM  DOWNSTREAM | Increase in materials optimization | Additional upstream goals in development during FY 17-18 | | |
| | Increase in awareness | 10% increase of families reducing food waste at home | N/A | N/A |
| | Reduction in waste generation | 10% food recovery by food service and grocers | 50% reduction in all single-use bags distributed by newly affected stores | < 45% waste generated by construction and demolition projects in landfill |
| | Increase in proper sorting | < 20% organics in landfill | < 5% recyclables in landfill | |

Our budget was developed around six topic areas, with highlights of activities listed below. The project charters (Section IV) provide details for each project, including prior year accomplishments, objectives and targets for FY 17-18, and project budgets.

FIGURE 3: BUDGET BY TOPIC AREA



ORGANICS

Organics is an area of increased emphasis given the high concentration of organics in the waste stream. Discretionary (or non-mandatory) projects under this priority are broken out into two areas: food waste, and compost and mulch.

FOOD WASTE

- Develop a countywide consumer media and outreach campaign to increase awareness and use of food waste reduction strategies, leveraging regional and national efforts to change social norms.
- Support food waste prevention and recovery in commercial and institutional food service operations through food waste tracking technology, prevention tools and training, and recovery of surplus food for donation. Work with school districts to implement districtwide food share and food donation programs to recover and redistribute K-12 edible surplus food.
- Provide grants for food waste prevention and recovery projects.
- Provide technical assistance to multi-family and commercial accounts to help them divert compostable organics and comply with the Mandatory Recycling Ordinance.

COMPOST AND MULCH

- Provide education and outreach, resources, incentives, and technical assistance for compost and mulch use to landscape professionals, member agency staff, schools, and home gardeners.
- Support and expand the partnership with compost and mulch producers and associated vendors to leverage available market opportunities and address industry challenges.
- Continue the review and support of codes and standards that promote or fund the production of quality compost and mulch.
- Support landscape professionals and member agency staff implementation of the Water Efficient Landscape Ordinance (WELO), including the new compost and mulch requirements via trainings, resources, and technical assistance.
- Develop and implement a carbon farming plan for Agency property to demonstrate the benefits of compost application on rangeland, including carbon sequestration and increased water holding capacity.

PACKAGING

This topic area includes the Reusable Bag Ordinance and several activities targeting prevention and reuse of packaging, as well as a portion of the Competitive Grants and Mandatory Recycling Ordinance projects. Both the Reusable Bag Ordinance and general Packaging projects focus upstream, offering education and assistance to organizations for their efforts to prevent, reuse, and improve the recyclability of packaging materials manufactured, sold, and discarded in Alameda County. The Reusable Bag Ordinance is expanding to include all retail stores and restaurants in the county. Some key activities include the following:

- Implement expanded Reusable Bag Ordinance, providing outreach and education to 14,000 affected retail businesses and restaurants.
- Provide technical assistance to businesses to help them divert recyclable packaging and comply with the Mandatory Recycling Ordinance.
- Promote and incentivize reusable packaging as a preferable alternative to single-use disposables for both food service ware and commercial transport packaging.
- Research and identify opportunities to leverage packaging to prevent food waste.
- Provide technical assistance to consumer brand owners on life-cycle analysis for packaging, labeling for recyclability, and other sustainable packaging strategies.

BUILT ENVIRONMENT

This priority area addresses the impacts of materials management by influencing the design, construction, and maintenance of the built environment. This includes green building, sustainable landscaping, recycled product purchasing, climate action planning, and Energy Council activities. The majority of activities in the Built Environment priority area are funded by external grants and contracts. Core-funded Agency activities are shifting away from a retail focus towards upstream standard-setting and market development opportunities.

- Provide technical and policy assistance to member agencies that support local climate action planning and adaptation activities.
- Continue to monitor codes and standards and support policy changes that result in better optimization of materials and resources throughout the built environment.
- Develop partnership with Ellen MacArthur Foundation and highlight local case studies of circular economy practices in the built environment.
- Provide technical assistance and incentives to mixed construction and demolition debris recycling facilities to become third party certified.
- Train member agency staff in sustainable landscaping practices and provide technical assistance and grants for Bay-Friendly Rated Landscapes.
- Continue existing energy efficiency programs and pursue new funding opportunities and pilot projects in overcoming barriers to fuel switching and developing community-scale grid solutions, consistent with the Energy Council priority program areas for 2016-18.

COMMUNICATIONS

This work area provides general oversight, coordination and technical assistance to the Agency in public relations, advertising, customer research and communications. It includes broad audience resources such as websites, social media, customer service and the RecycleWhere online search tool. Communications supports the wide variety of outreach-based project work we do, as well as providing direct services through schools and community outreach.

- Provide school-based education services in the classroom and transfer station tours for students to garner hands-on understanding of waste reduction practices and challenges in the county.
- Partner with nonprofit organizations on local waste reduction activities at the grassroots level, and provide in-person education to residents via presentations and public events.
- Produce quarterly electronic newsletters to keep stakeholders up to date on key Agency activities.

- Recognize outstanding businesses for significant achievement in waste reduction.
- Educate residents, businesses and schools with easy to understand waste reduction information via website, telephone hotline, and RecycleWhere online search tool.

ADMINISTRATION

Administration includes functions that help the Agency run smoothly such as Human Resources, Information Technology and Finance. Additional administrative functions include:

- Provide member agency support and information activities through disposal tracking and reporting.
- Oversee the Authority owned parcels in the Altamont Hills, including managing and negotiating leases, licenses and wind power agreements.
- Continue enforcement of facility fee collection.
- Administer Memoranda of Understanding for the Household Hazardous Waste facilities.

PLANNING

This area includes general planning assistance to the Agency, including strategic planning and priority setting, as well as providing input and assistance on environmental planning efforts and developing projections for the Alameda County waste stream to guide fiscal planning. This area also includes legislative tracking, analysis and advocacy.

- Review and update Agency strategic priorities biannually and strategic plans as needed.
- Research issues and analyze/comment on solid-waste related planning documents; respond to waste-related Environmental Impact reports (EIRs).
- Consider and make recommendations on amendments to the Countywide Integrated Waste Management Plan (CoIWMP).
- Complete a waste characterization study that will examine solid waste disposal in the county, including an understanding of generators and their behaviors. Results will be used to evaluate progress towards Agency goals, guide programmatic efforts and, to the extent possible, measure the effect of programs.
- Represent Agency priorities at the state level via legislative and regulatory processes. Monitor and analyze legislation with an emphasis on actions that amend the California Integrated Waste Management Act, Extended Producer Responsibility, organics and other legislation affecting priorities.

NEW AND DISCONTINUED PROJECTS

In line with the guiding principles adopted by the Board, staff is proposing three new projects, while others will be discontinued or their activities and budgets refined and reallocated.

NEW PROJECTS

- **Community Based Outreach (3570)** - Builds community support for Agency priorities through events, grants and relationships with community based organizations. Incorporates some aspects of the Ready, Set, Recycle (2050) project (grants and community event participation), while adding consistent best practices training.
- **Schools Based Community Outreach (3580)** - Coordinates schools based program education including tours, classroom and school services, technical support, and school-based community outreach. Absorbs and refines the activities from several projects. School based activities previously undertaken in Food Waste Reduction (1120) Compost and Mulch (1260), Ready Set Recycle (2050) and Transfer Station Tours (2020) will now be housed in this project.
- **Measurement and Analysis (3480)** - Provides ongoing analysis of programmatic effectiveness. Some field sampling (at a reduced level) previously found in Benchmark Data and Analysis (2080) is budgeted to continue, although the main emphasis this year will be on developing indicators in support of evaluating effectiveness of our programs.

DISCONTINUED PROJECTS

- **Ready, Set, Recycle (2050)** - Consistent with the Board-adopted guiding principles, the activities falling under this project are transitioning in emphasis from food scrap composting to food waste reduction. The Food Waste Reduction Project (1220) will incorporate general advertising and promotion of food scrap recycling going forward.
- **Residential Organics Recovery Pilot (3420)** - This project has concluded the test pilot of “less than weekly” service in Castro Valley, as well as the short-term pilot projects in Fremont testing a variety of food scrap composting interventions. Results from both will be used to inform future initiatives.
- **BayROC (1030)** - The activities of this regional collaboration are being addressed through our Food Waste Reduction project.
- **Standards Development (3470)** - The participation in the development of statewide technical codes, standards and rating systems, as well as advocacy for Agency priority areas in external networks, will be consolidated with Legislation (3530).

- **Benchmark Service (2070, 2080)** - The Waste Management Authority Board elected to eliminate this fee-for-service that focused on data collection and reporting. Elements of the data collection part of this project are being proposed to continue in this budget under Measurement and Analysis (3480) but funded from core revenue, rather than the Benchmark Service fee.
- **Regionalizing Bay Friendly (1140)** - This project has fulfilled its mission of bringing the benefits of Bay-Friendly Landscaping and Gardening to a regional level through the establishment of the nonprofit Bay-Friendly Coalition (now ReScape California). Sponsorship of ReScape California will continue.
- **Revolving Loan Fund (2030)** - The Loan Fund itself, with the function of providing low cost loans to increase waste reduction efforts in the county, has been demonstrated to be adequately met by private market options. The project will continue at a low level to handle existing loans.

In addition, the Agency is closing the \$2.9 million line of credit that it established in 2013. The funds were never used and there is no anticipated need for the Agency to borrow funds.

II. FINANCIAL INFORMATION

II. FINANCIAL INFORMATION

Agency expenditures for all projects in FY 16-17 total \$30,783,059. This includes:

1. Core Budget: spending over which the Boards have significant discretion. Projects are funded by fees (see p. II-3).
2. Household Hazardous Waste (HHW) Program: implemented through Memoranda of Understanding with the County of Alameda and the City of Fremont.
3. Externally funded projects: funded by grants and contracts.
4. Projects partially funded by reserves.
5. Revolving Loan Fund (RLF) closed to new loans.
6. Energy Council.
7. Pass through projects: including mandated Measure D disbursements to member agencies, and the Recycling Board Recycled Product Purchase Preference Program.

In keeping with the financial targets set by the Boards, the core budget for FY 17-18 is approximately \$11.0 million, which is \$400,000 less than the FY 16-17 budget.

TABLE 1: AGENCY BUDGET BY CATEGORY

| Category | Cost |
|-------------------------------------------|---------------------|
| Core Budget | \$11,014,412 |
| HHW Program | \$6,521,206 |
| WMA Externally funded projects | \$1,471,783 |
| Reserve funded projects | \$287,000 |
| Revolving Loan Fund | \$13,030 |
| Energy Council Externally funded projects | \$6,603,542 |
| Pass through projects | \$4,872,086 |
| Total | \$30,783,059 |

“Core” consists of fee funded projects over which the Boards have significant discretion. We report both core spending and core revenues as a subset of this budget. Table 4 provides a list of projects included in the core (page II-7). The core excludes projects over which we do not have significant spending discretion: Measure D disbursements, the Recycling Board Recycled Product Purchase Preference Program (RPPP), about \$8.1 million of grant or other external funding that we expect to receive, and the countywide household hazardous waste (HHW) program.

Core revenues are estimated to total approximately \$10.0 million. This amount does not include repayments to the Revolving Loan Fund, revenues equal to the County Charter mandated Measure D disbursements to member agencies and the County Charter mandated Recycled Product Purchasing Program, revenues to support the countywide HHW program, and grant and other external revenues. Solid fiscal management practices align ongoing expenditures with ongoing revenue, which is the Agency's long-term objective. Based on revenue projections that we will update at least annually, we don't anticipate the need for a fee increase in the near future. Through very prudent spending these past years we have accumulated a large fund balance in addition to our reserves, which will provide a solid funding contingency as we work towards achieving our fiscal goals.

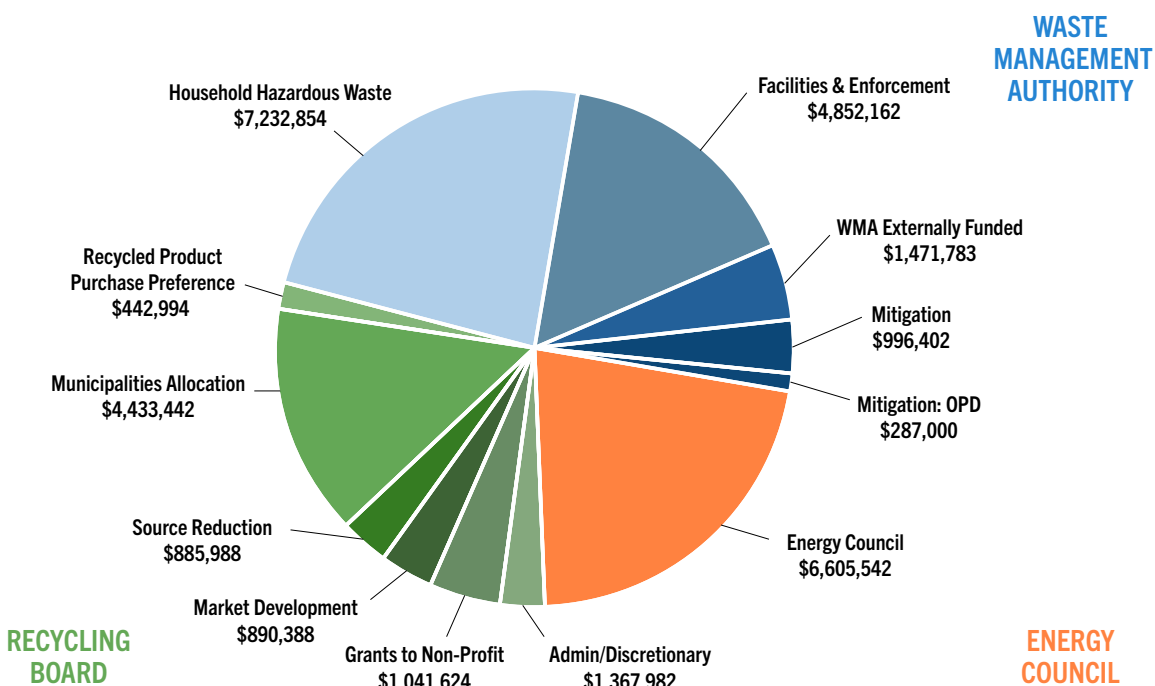
REVENUE

REVENUE ESTIMATES

Estimated revenue from all sources totals \$30,508,161. Revenues by source are shown in Figure 4.

The Agency continues to supplement declining core revenues by securing external funding, which is estimated to total \$8,077,325 in FY 17-18. Of this amount, \$6,605,542 is Energy Council funding. The remaining \$1,471,738 of grants to the Authority or pass-through funds includes \$155,000 for the Used Oil Recycling campaign; \$60,000 from the Alameda County Clean Water Program to assist with the implementation of the reusable bag ordinance; \$956,783 of Prop 84 grant funding for Bay-Friendly Water Efficient Landscapes Round III (\$5,965,100); and \$300,000 for miscellaneous grants.

FIGURE 4: REVENUE BY FUNDING SOURCE (INCLUDING TRANSFERS)



The miscellaneous grants project is a “placeholder” appropriation which implements the grants policy allowing the Executive Director to accept grant awards and authorize corresponding expenditures of up to \$50,000 per grant. This appropriation is an upper-end estimate of what these smaller grants might total in the upcoming fiscal year. These sources of revenue are (or in the case of the miscellaneous grants will be) tied to specific spending. Although many are multiple year projects, they are not considered part of the core budget.

Not included in the budget at this time is the proposed payment from NextEra for the conservation easement at our property at the Altamont hills, which we estimate will total between \$1.45 - \$1.6 million. We anticipate receiving a payment by the end of summer. At that time we will either bring forward a budget amendment or incorporate the payment in the mid-year budget along with our recommendation to use it to pay a significant portion of the Agency’s unfunded pension liability, moving us closer to our target.

Tonnage based revenue estimates factor in a modest one percent decline in tonnages, based on recent disposal information and projections. As always, staff will continue to monitor disposal trends carefully and apprise the Board of any issues or concerns at mid-year or sooner if necessary.

FEES

StopWaste levies various fees that help fund compliance with state and local waste reduction mandates. These fees (with the exception of the HHW fees) fund approximately 92 percent of the core budget for FY 17-18 and are as follows:

- **Facility Fee** - \$4.34 per ton on all Alameda County solid waste landfilled within California. Funds countywide recycling, waste prevention and planning efforts.
- **HHW Fee** - \$2.15 per ton disposed. Levied, pursuant to AB 939, on wastes disposed in Alameda County and all wastes generated in Alameda County transferred through an in-county solid waste facility for out-of-county disposal. Additionally, in 2014 the Authority Board adopted a separate HHW annual fee (\$8.46 per residential property unit in FY 17-18) paid via property taxes to fund program continuation and expansion.
- **Measure D Landfill Surcharge** - \$8.23 per ton is collected on waste disposed at the Vasco Road and Altamont Landfills. About 55 percent is allocated to participating Alameda County municipalities for waste reduction efforts and about 45 percent for specified countywide waste reduction programs including grants to nonprofit organizations, administered by StopWaste.
- **Import Mitigation Fee** - \$4.53 per ton is collected on all wastes landfilled in Alameda County that originate out-of-county.

EXPENDITURES

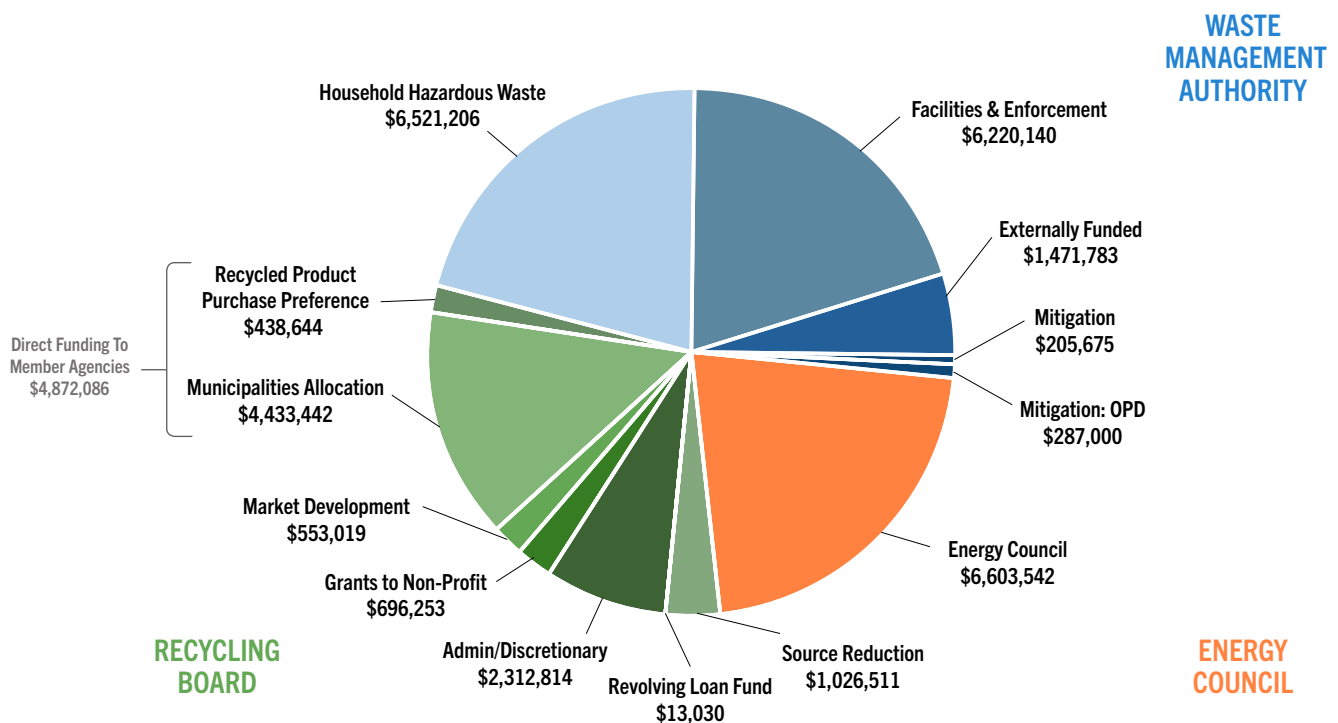
Total expenditures for all projects in FY 17-18 are \$30,783,059 (WMA portion \$14,705,804; RB portion \$9,473,713, EC portion \$6,603,542). Expenditures, excluding the RLF, the Measure D disbursement and RPPP, but including reserve and externally funded projects, total \$25,897,943. Direct funding to member agencies total \$4,872,086. Core expenditures total \$11,014,412.

Four projects are funded in part from the Organics Processing Development reserve, totaling \$287,000 for non-recurring expenses related to the increased focus on organics.

TABLE 2: PROJECTS FUNDED IN PART BY OPD RESERVES

| Project | Amount |
|--------------------------------------------------|------------------|
| 1020 – Landscape Services and Partnerships | \$35,000 |
| 1220 – Food Waste Prevention | \$40,000 |
| 1260 – Compost and Mulch | \$75,000 |
| 2420 – Business Assistance Supporting Activities | \$137,000 |
| Total | \$287,000 |

FIGURE 5: EXPENDITURES BY FUNDING SOURCE



A listing of projects by funding source is also shown in the Financial Attachments section of the budget (pages III-1 – III-5). In addition, projects funded by the core budget are shown in Table 2 (page II-7). A breakdown of hard costs and staff (labor and overhead) is shown in the individual project charters.

WORKFORCE RELATED

At the March, 2017 Authority Board meeting, the Board approved the enabling resolution which offered two additional years of service credit for eligible employees in the Program Manager series. Four employees thus far have accepted this offer. Three employees will be retiring at the end of September 2017 and as such their labor costs have been included for the first three months of the fiscal year.

Of these four positions, two of the Senior Program Manager positions are being eliminated; one of the Senior Program Manager positions is being downgraded to a Program Manager I and the remaining Program Manager position is being downgraded to a Program Services Specialist.

In addition, included in the budget are three limited term Program Services Specialist positions to assist with food waste prevention and community outreach. The budget also includes a reduction of associates (interns) from 12 intermittent (1,000 hours per fiscal year) positions to six intermittent positions. The net savings between the retirements, the reduction in associates, and these limited term positions total \$208,000.

Also included in the budget are two position conversions. The proposed Legislative and Regulatory Affairs Manager position is replacing a Senior Program Manager (non-retiree) position and will generate salary savings, and the Information Services Manager position will replace the independent contractor performing these services and will be at least cost neutral.

The budget includes a CPI adjustment of 3.5 percent to the salary ranges; however, actual salary increases are subject to approval of the budget by the Board. The incremental amount of salary and associated benefit increases in the budget (excluding the Executive Director, whose salary is determined independently of the budget) totals approximately \$184,000. This amount is comprised of the adjusted salary range and the amount available under a “step increase” plan.

Staff salaries and benefits total approximately \$7.7 million (\$5.0 million salary and \$2.7 million taxes and benefits) and represent about 25 percent of the Agency’s total budget and about 70 percent of the core budget. Some staff salaries are paid from revenue outside the core, so this percentage is provided for comparison only.

OVERHEAD COSTS

We allocate overhead across all projects in proportion to labor costs rather than labor hours. We have been doing this for three years to avoid skewing total project costs by burdening those projects that may have higher hours overall, but are at a lower hourly rate. For example, projects that have a significant number of hours allocated for entry level positions would get a larger portion of overhead allocated to the project, while projects that may have larger hard costs and higher salaries, but less hours overall, would get a smaller portion of the overhead portion. This year's calculation of overhead costs is summarized in the following table.

TABLE 3: OVERHEAD COSTS

| Overhead Cost Category | Cost |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| General Overhead (includes IT, HR, Accounting and Finance, contract administration, general legal assistance, insurance, facility management, etc.) | \$2,984,291 |
| Recycling Board Administration | \$101,782 |
| Waste Management Authority Administration | \$172,459 |
| Leave (vacation, sick leave, holiday, etc.) | \$1,077,761 |
| Other non-project hours (non-project staff meetings, time spent on general activities such as preparing evaluations, reviewing contracts, etc.) | \$285,320 |
| Total | \$4,621,613 |

"Labor" costs in Table 4, and in all the project charters, include overhead costs in Table 1.

TABLE 4: CORE BUDGET

| Project | Hard Costs | Labor & Overhead | Total |
|-----------------------------------------------------|--------------------|--------------------|---------------------|
| 1020 Landscape Services And Partnerships | 61,000 | 411,579 | 472,579 |
| 1150 Bay-Friendly Water Efficient Landscape Prop 84 | - | 89,984 | 89,984 |
| 1200 Packaging | 132,500 | 258,586 | 391,086 |
| 1220 Food Waste Prevention | 578,200 | 802,824 | 1,381,024 |
| 1250 Reusable Bag Ordinance Implementation | - | 149,445 | 149,445 |
| 1260 Compost And Mulch | 105,500 | 259,804 | 365,304 |
| 1350 Building Services And Partnerships | 112,500 | 200,751 | 313,251 |
| 2040 Competitive Grants | 194,000 | 102,502 | 296,502 |
| 2090 Mandatory Recycling Implementation | 821,500 | 1,363,861 | 2,185,361 |
| 2110 Construction & Demolition Debris Recycling | 5,500 | 135,405 | 140,905 |
| 2420 Business Assistance Supporting Activities | 10,000 | 97,142 | 107,142 |
| 3210 Property Management | 65,000 | 119,728 | 184,728 |
| 3220 Disposal Reporting | 15,000 | 23,096 | 38,096 |
| 3230 Technical Advisory Committee | 2,250 | 71,005 | 73,255 |
| 3240 Fee Enforcement | 150,000 | 184,764 | 334,764 |
| 3410 General Planning | 15,000 | 57,358 | 72,358 |
| 3440 Waste Characterization Study | 750 | 121,828 | 122,578 |
| 3460 Five Year Audit | - | 48,294 | 48,294 |
| 3480 Measurement And Analysis | 86,500 | 168,668 | 255,168 |
| 3510 General Agency Communications | 105,000 | 1,299,185 | 1,404,185 |
| 3530 Legislation | 75,000 | 476,490 | 551,490 |
| 3570 Community Based Outreach | 100,000 | 612,874 | 712,874 |
| 3580 Schools Based Community Outreach | 301,000 | 1,023,040 | 1,324,040 |
| Total Core Projects | \$2,936,200 | \$8,078,212 | \$11,014,412 |

FUND BALANCES AND RESERVES

The Agency's available resources consist of both fund balances and reserves. Core fund balances are generally discretionary and can be used to help balance the budget. Reserves are funds that are set aside for specific purposes, although they can also be used to fund projects particularly if those projects have a nexus to that reserve, for example using the Organics Processing Development Reserve for an

organics related project. At the end of FY 17-18 we estimate that core fund balances and reserves will total approximately \$21.2 million, which is equivalent to almost two years of our core budget.

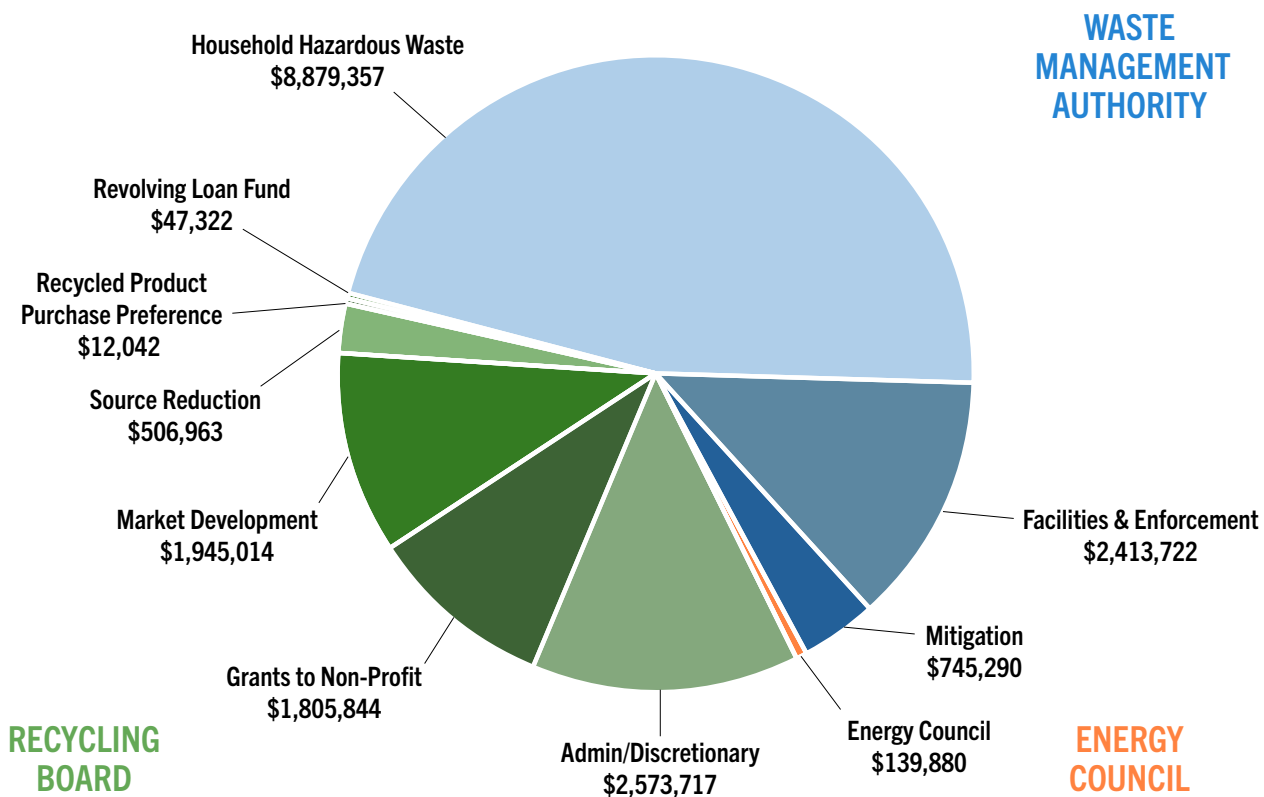
Estimated fund balances available and schedules of reserves are shown on pages III-4 – III-7.

FUND BALANCE (WORKING CAPITAL)

The Agency's fund balances available at year end are projected to total \$19,069,151. Of this amount, the Authority fund balance is projected to total \$12,038,369 (of which \$8,879,357 are HHW fees), the Recycling Board fund balance is projected to total \$6,890,902 and the Energy Council fund balance is projected to total \$139,880. These fund balances should allow the Agency to fund core operations for the next several years as we continue to address both our programmatic and long-term fiscal goals.

We use the term fund balance in reference to the working capital available to fund the Agency's operations. Our term differs from the technical accounting term in that we do not include encumbrances (which we view as spent) or the unfunded liability figure (which is considered a long-term liability, since we make at a minimum the required annual payment, which is included in the budget).

FIGURE 6: FUND BALANCES AS OF JUNE 30, 2018



RESERVES

Agency reserves will total approximately \$11.1 million at the end of FY 17-18. Agency reserves, including the fiscal reserve, are categorized as either contractually committed or designated for a specific purpose and are as follows:

TABLE 5: PROPOSED RESERVES FY 17-18

| Reserves | Balance |
|-----------------------------------------|---------------------|
| Organics Processing Development | 5,489,058 |
| Pension Liability Reserve | 100,000 |
| Fiscal Reserve | 2,100,000 |
| WMAC Transportation Improvement Program | 3,441,987 |
| Total | \$11,131,045 |

THE ORGANICS PROCESSING DEVELOPMENT RESERVE

The Organics Processing Development (OPD) Reserve, established in 1998 for the development or advancement of in-county organics processing capacity or facilities, will have a balance of \$5.5 million at the end of FY 17-18. Multiple facilities have gone through the ColWMP amendment and conformance finding process and are in various stages of development with no need of Agency financing. Given that, the Agency will continue to allocate some portion of the OPD funds (\$287,000 in FY 17-18) toward projects that promote increased participation in existing residential and commercial organics waste reduction programs.

Focusing more on organics diversion is consistent with the Agency's waste reduction goals, since approximately 30 percent by weight of Alameda County's residential and commercial garbage is compostable organics. Additionally, there are several statewide and national initiatives focused on getting organics out of the landfill, creating additional synergies for our increased efforts on organics related projects in FY 17-18.

PENSION LIABILITY RESERVE

The Pension Liability Reserve was established in 2015 to partially offset the Agency's unfunded pension liability.

FISCAL RESERVE

The Fiscal Reserve was established to offset any declines in revenue that could occur during the year. We have never had to use this reserve.

WMAC TRANSPORTATION IMPROVEMENT PROGRAM RESERVE

The Transportation Improvement Program Reserve was recommended in 1991 to fund improvements and repairs to the Altamont Pass Road (as a result of waste imports from San Francisco). Since San Francisco ceased to export its waste to Alameda County in 2016, we would propose to consider eliminating this reserve next fiscal year to continue paying down our unfunded pension liability.

III. FINANCIAL ATTACHMENTS

PROJECTS BY FUNDING SOURCE - CORE FUNDED - FY 17-18

| Energy Council | | | | | | | | | | | | | |
|---------------------------------------|-----------------------------------------------------|----------------|------------|-------------------|------|----------------|---------------------------|------|---------------------|----------------------|------------------|--------------------|--------------------------------------|
| Waste Management Authority | | | | | | | Recycling Board | | | | | | |
| Total | Facilities & Enforcement | Mitigation:OPD | Mitigation | Externally Funded | HHW | Energy Council | Municipalities Allocation | RLF | Admin/Discretionary | Grants to Non-Profit | Source Reduction | Market Development | Recycled Product Purchase Preference |
| | 21 | | 24 | 22 | 28 | 40 | 27 | 29 | 30 & 31 | 32 | 33 | 34 | 35 |
| Dollars in thousands: (.000) | | | | | | | | | | | | | |
| Core Funded | Core | | Core | | | | | | Core | Core | Core | Core | |
| | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 156 | \$ - |
| | 1020 LANDSCAPE SERVICES AND PARTNERSHIPS | \$ 472,579 | | | | | | | | | | | |
| | 1150 BAY-FRIENDLY WATER EFFICIENT LANDSCAPE PROP 84 | 89,984 | 6 | 7 | - | - | - | - | - | - | 58 | 19 | - |
| | 1200 PACKAGING | 391,086 | 126 | - | - | - | - | - | - | 20 | 122 | 122 | - |
| | 1220 FOODWASTE PREVENTION | 1,381,024 | 691 | - | - | - | - | - | - | - | 691 | - | - |
| | 1250 REUSABLE BAG ORDINANCE IMPLEMENTATION | 149,445 | 149 | - | - | - | - | - | - | - | - | - | - |
| | 1260 COMPOST AND MULCH | 365,304 | 110 | - | - | - | - | - | - | - | - | 256 | - |
| | 1350 BUILDING SERVICES AND PARTNERSHIPS | 313,251 | 293 | - | - | - | - | - | - | 20 | - | - | - |
| | 2040 COMPETITIVE GRANTS | 296,502 | 5 | - | - | - | - | - | - | 292 | - | - | - |
| | 2090 MANDATORY RECYCLING IMPLEMENTATION | 2,185,361 | 219 | - | - | - | - | - | - | 1,967 | - | - | - |
| | 2110 CONSTRUCTION & DEMOLITION DEBRIS RECYCLING | 140,905 | 70 | - | - | - | - | - | - | 70 | - | - | - |
| | 2420 BUSINESS ASSISTANCE SUPPORTING ACTIVITIES | 107,142 | 54 | - | - | - | - | - | - | 54 | - | - | - |
| | 3210 PROPERTY MANAGEMENT | 184,728 | - | 185 | - | - | - | - | - | - | - | - | - |
| | 3220 DISPOSAL REPORTING | 38,096 | 38 | - | - | - | - | - | - | - | - | - | - |
| | 3230 TECHNICAL ADVISORY COMMITTEE | 73,255 | 73 | - | - | - | - | - | - | - | - | - | - |
| | 3240 FEE ENFORCEMENT | 334,764 | 335 | - | - | - | - | - | - | - | - | - | - |
| 3410 GENERAL PLANNING | 72,358 | 59 | 14 | - | - | - | - | - | - | - | - | - | |
| 3440 WASTE CHARACTERIZATION STUDY | 122,578 | - | - | - | - | - | - | - | 61 | 61 | - | - | |
| 3460 FIVE YEAR AUDIT | 48,294 | - | - | - | - | - | - | - | - | 48 | - | - | |
| 3480 MEASUREMENT AND ANALYSIS | 255,168 | - | - | - | - | - | - | - | - | 255 | - | - | |
| 3510 GENERAL AGENCY COMMUNICATION | 1,404,185 | 1,404 | - | - | - | - | - | - | - | - | - | - | |
| 3530 LEGISLATION | 551,490 | 551 | - | - | - | - | - | - | - | - | - | - | |
| 3570 COMMUNITY BASED OUTREACH | 712,874 | 713 | - | - | - | - | - | - | - | - | - | - | |
| 3580 SCHOOLS BASED COMMUNITY OUTREACH | 1,324,040 | 1,324 | - | - | - | - | - | - | - | - | - | - | |
| Total Core Projects | \$ 11,014,412 | \$ 6,220 | \$ 206 | - | - | - | - | - | \$ 2,313 | \$ 696 | \$ 1,027 | \$ 553 | - |

PROJECTS BY FUNDING SOURCE - NON-CORE FUNDED - FY 17-18

| Total | Waste Management Authority | | | | | Energy Council | Recycling Board | | | | | |
|---------------------------------------------------------------|----------------------------|----------------|------------|-------------------|----------|----------------|---------------------------|---------|---------------------|----------------------|------------------|--------------------|
| | Facilities & Enforcement | Mitigation:OPD | Mitigation | Externally Funded | HHW | | Municipalities Allocation | RLF | Admin/Discretionary | Grants to Non-Profit | Source Reduction | Market Development |
| | 21 | 24 | 22 | 28 | 40 | 27 | 29 | 30 & 31 | 32 | 33 | 34 | 35 |
| Dollars in thousands; (,000) | | | | | | | | | | | | |
| Externally Funded | | | | | | | | | | | | |
| 1153 BAY-FRIENDLY WATER EFFICIENT LANDSCAPE PROP 84 ROUND III | - | - | \$ 957 | - | - | - | - | - | - | - | - | - |
| 1251 REUSABLE BAG ORDINANCE EXTERNAL CONTRIBUTIONS | - | - | 60 | - | - | - | - | - | - | - | - | - |
| 1347 BAYREN (BAY REGIONAL ENERGY NETWORK) | - | - | - | - | 5,856 | - | - | - | - | - | - | - |
| 1348 PG&E LOCAL GOVERNMENT PARTNERSHIP | - | - | - | - | 579 | - | - | - | - | - | - | - |
| 1349 ENERGY COUNCIL INCUBATOR | - | - | - | - | 169 | - | - | - | - | - | - | - |
| 2311 USED OIL RECYCLING GRANT | - | - | 155 | - | - | - | - | - | - | - | - | - |
| 3021 MISCELLANEOUS SMALL GRANTS ADMINISTRATION | - | - | 300 | - | - | - | - | - | - | - | - | - |
| Total Externally Funded Projects | - | - | 1,472 | - | 6,604 | - | - | - | - | - | - | - |
| HHW Fees | | | | | | | | | | | | |
| 2312 HOUSEHOLD HAZARDOUS WASTE FACILITIES | - | - | - | 6,521 | - | - | - | - | - | - | - | - |
| Total HHW Fees Projects | - | - | - | 6,521 | - | - | - | - | - | - | - | - |
| Other | | | | | | | | | | | | |
| 1210 RECYCLED PRODUCT PURCHASE PREFERENCE | - | - | - | - | - | - | - | - | - | - | - | 439 |
| 2030 REVOLVING LOAN FUND | - | - | - | - | - | - | 13 | - | - | - | - | - |
| 2220 RB MUNICIPALITIES (Measure D 50%) | - | - | - | - | - | 4,433 | - | - | - | - | - | - |
| Total Other Projects | - | - | - | - | - | 4,433 | 13 | - | - | - | - | 439 |
| OPD Transfers | | | | | | | | | | | | |
| 1020 LANDSCAPE SERVICES AND PARTNERSHIPS | - | 35 | - | - | - | - | - | - | - | - | - | - |
| 1220 FOODWASTE PREVENTION | - | 40 | - | - | - | - | - | - | - | - | - | - |
| 1260 COMPOST AND MULCH | - | 75 | - | - | - | - | - | - | - | - | - | - |
| 2420 BUSINESS ASSISTANCE SUPPORTING ACTIVITIES | - | 137 | - | - | - | - | - | - | - | - | - | - |
| Total OPD Transfers | - | 287 | - | - | - | - | - | - | - | - | - | - |
| Total Project Expenditures | \$ 6,220 | \$ 287 | \$ 206 | \$ 1,472 | \$ 6,521 | \$ 6,604 | \$ 4,433 | \$ 13 | \$ 2,313 | \$ 696 | \$ 1,027 | \$ 553 \$ 439 |

REVENUE BY FUNDING SOURCE - FY 17-18

| | Waste Management Authority | | | | | | Recycling Board | | | | | | Energy Council |
|------------------------------------------------------------------|----------------------------|----------------|------------|-------------------|----------|----------------|---------------------------|------------|---------------------|----------------------|------------------|--------------------|----------------|
| | Facilities & Enforcement | Mitigation:OPD | Mitigation | Externally Funded | HHW | Energy Council | Municipalities Allocation | RLF | Admin/Discretionary | Grants to Non-Profit | Source Reduction | Market Development | |
| Total | 21 | 24 | 22 | 28 | 40 | 27 | 29 | 30 & 31 | 32 | 33 | 34 | 35 | |
| Dollars in thousands; (000) | | | | | | | | | | | | | |
| REVENUES | | | | | | | | | | | | | |
| Tonnage revenues | 9,383,355 | 4,872 | 369 | | | | | 1,329 | 1,042 | 886 | 886 | | |
| Property and Other revenues | 579,791 | | 580 | | | | | | | | | | |
| HHW Fees | 7,196,854 | | | 7,197 | | | | | | | | | |
| Energy Council | 6,553,542 | | | | 6,554 | | | | | | | | |
| Externally funded revenues | 1,471,783 | | 1,472 | | | | | | | | | | |
| RB Municipalities (Measure D 50%) (Proj. 2220) | 4,429,942 | | | | | 4,430 | | | | | | | |
| Recycled Product Purchase Preference (Measure D 5%) (Proj. 1210) | 442,994 | | | | | | | | | | | 443 | |
| Reserves Transfers & Revenue Allocations | 287,000 | (50) | 287 | | 50 | | (1,420) | | | | 1,420 | | |
| Interest | 121,400 | 30 | 48 | | | | 4 | 39 | | | | | |
| Interest Other Funds | 41,500 | | | 36 | 2 | 4 | | | | | | | |
| Total Revenues | \$ 30,508,161 | \$ 4,852 | \$ 996 | \$ 1,472 | \$ 7,233 | \$ 6,606 | \$ 4,433 | \$ (1,416) | \$ 1,368 | \$ 1,042 | \$ 886 | \$ 2,306 | \$ 443 |
| Excess of Expenditures Over Revenues | | | | | | | | | | | | | |
| | \$ (274,899) | \$ - | \$ 791 | \$ 0 | \$ 712 | \$ 2 | \$ (0) | \$ (1,429) | \$ (945) | \$ 345 | \$ (141) | \$ 1,753 | \$ 4 |

FUND BALANCE (WORKING CAPITAL) SUMMARY - FY 17-18

| | Waste Management Authority | | | | | Recycling Board | | | | | | | Energy Council |
|--------------------------------------------|----------------------------|----------------|------------|-------------------|----------|-----------------|---------------------------|---------|---------------------|----------------------|------------------|--------------------|----------------|
| | Facilities & Enforcement | Mitigation:OPD | Mitigation | Externally Funded | HHW | Energy Council | Municipalities Allocation | RLF | Admin/Discretionary | Grants to Non-Profit | Source Reduction | Market Development | |
| Total | 21 | 24 | 22 | 28 | 40 | 27 | 29 | 30 & 31 | 32 | 33 | 34 | 35 | |
| Dollars in thousands: (000) | | | | | | | | | | | | | |
| Working Capital (Fund Balance) | | | | | | | | | | | | | |
| Beginning Available Working Capital 7/1/16 | 19,767,342 | | 1,331 | 0 | 7,535 | 85 | 0 | 1,415 | 3,456 | 1,535 | 661 | 261 | 8 |
| Budget 16/17 - Net | -1,773,292 | | -1,376 | 0 | 632 | 53 | 0 | -539 | 63 | -75 | -14 | -69 | 0 |
| Projected Adjustments for actuals | 1,350,000 | | | | | | | 600 | | | | | 0 |
| Projected Ending Working Capital 6/30/17 | 19,344,050 | | -45 | 0 | 8,168 | 138 | 0 | 1,476 | 3,519 | 1,460 | 647 | 192 | 8 |
| AVAILABLE FUNDING (FY17/18) | 49,852,211 | | 951 | 1,472 | 15,401 | 6,743 | 4,433 | 60 | 4,887 | 2,502 | 1,533 | 2,498 | 451 |
| Less: Net Project Expenditures (FY17/18) | -30,783,059 | | -206 | -1,472 | -6,521 | -6,604 | -4,433 | -13 | -2,313 | -696 | -1,027 | -553 | -439 |
| ENDING WORKING CAPITAL (FUND BALANCE) | \$ 19,069,151 | | \$ 745 | \$ 0 | \$ 8,879 | \$ 140 | \$ (0) | \$ 47 | \$ 2,574 | \$ 1,806 | \$ 507 | \$ 1,945 | \$ 12 |
| Core Fund Balance | \$ 9,990,550 | | \$ 745 | \$ 0 | | | | | \$ 2,574 | \$ 1,806 | \$ 507 | \$ 1,945 | |
| Other Fund Balances | \$ 9,078,602 | | | | \$ 8,879 | \$ 140 | \$ 0 | \$ 47 | | | | \$ 12 | |
| WMA Fund Balance | \$ 12,038,369 | | 745 | 0 | 8,879 | | | | | | | | |
| RB Fund Balance | \$ 6,890,902 | | | | | | (0) | 47 | 2,574 | 1,806 | 507 | 1,945 | 12 |
| EC Fund Balance | \$ 139,880 | | | | | 140 | | | | | | | |

FUND BALANCE (WORKING CAPITAL) AVAILABLE - WASTE MANAGEMENT AUTHORITY - FY 17-18

| FUND NAME | BEG. FUND BALANCE JULY 1, 2017 | ADJUST- MENTS | BEG. FUND BALANCE JULY 1, 2017 | PROJECTED REVENUES | PROJECTED EXPENDITURES | TRANSFERS | ESTIMATED FUND BALANCE June 30, 2018 |
|------------------------|--------------------------------------|------------------|--------------------------------------|-----------------------|---------------------------|----------------|-----------------------------------------------|
| Facility Operators Fee | \$ 3,781,701 | | \$ 3,781,701 | \$ 4,852,162 | \$ (6,220,140) | | \$ 2,413,722 |
| Externally Funded | - | | - | 1,471,783 | (1,471,783) | | - |
| Mitigation | (45,437) | | (45,437) | 996,402 | (492,675) | 287,000 (a) | 745,290 |
| HHW Fees | 8,167,709 | | 8,167,709 | 7,232,854 | (6,521,206) | | 8,879,357 |
| Authority Total | \$ 11,903,973 | - | 11,903,973 | 14,553,201 | (14,705,805) | 287,000 | \$ 12,038,369 |

(a) OPD Transfer

FUND BALANCE (WORKING CAPITAL) AVAILABLE - RECYCLING BOARD - FY 17-18

| FUND NAME | | BEG. FUND BALANCE JULY 1, 2017 | ADJUST- MENTS | BEG. FUND BALANCE JULY 1, 2017 | PROJECTED REVENUES | PROJECTED EXPENDITURES | TRANSFERS | ESTIMATED FUND BALANCE June 30, 2018 |
|--------------------------------------|-----|--------------------------------------|------------------|--------------------------------------|-----------------------|---------------------------|-----------------|-----------------------------------------------|
| | %** | | | | | | | |
| Discretionary**** | 15% | \$ 3,518,549 | | \$ 3,518,549 | \$ 1,367,982 | \$ (2,312,814) | | \$ 2,573,717 |
| Grants to Non-Profits | 10% | 1,460,473 | | 1,460,473 | 1,041,624 | (696,253) | | 1,805,844 |
| Source Reduction | 10% | 647,486 | | 647,486 | 885,988 | (1,026,511) | | 506,963 |
| Market Development | 10% | 192,044 | | 192,044 | 885,988 | (553,019) | 1,420,000 (b) | 1,945,014 |
| Recycled Product Purchase Preference | 5% | 7,693 | | 7,693 | 442,994 | (438,644) | | 12,042 |
| Municipalities Allocation | 50% | - | | - | 4,433,442 | (4,433,442) | | - |
| Revolving Loan Fund | | 1,475,953 | | 1,475,953 | 4,400 | (13,030) | (1,420,000) (b) | 47,322 |
| Recycling Board Total | | \$ 7,302,197 | - | 7,302,197 | 9,062,418 | (9,473,713) | - | \$ 6,890,902 |

(b) Transfer from Reserves Balance Revolving loan fund (RLF) reserves.

** Mandated percentage apportionment of revenue. Discretionary and Municipalities allocation includes interest.

**** 3% of Discretionary funds may be used to cover expenses necessary to administer the recycling fund.

WORKING CAPITAL AVAILABLE - ENERGY COUNCIL - FY 17-18

| FUND NAME | | BEG. FUND BALANCE JULY 1, 2017 | ADJUST- MENTS | BEG. FUND BALANCE JULY 1, 2017 | PROJECTED REVENUES | PROJECTED EXPENDITURES | TRANSFERS | ESTIMATED FUND BALANCE June 30, 2018 |
|-----------------------------|--|--------------------------------------|------------------|--------------------------------------|-----------------------|---------------------------|-----------|-----------------------------------------------|
| Energy Council | | \$ 137,880 | | \$ 137,880 | \$ 6,605,542 | \$ (6,603,542) | | \$ 139,880 |
| Energy Council Total | | \$ 137,880 | - | 137,880 | 6,605,542 | (6,603,542) | - | \$ 139,880 |

SCHEDULE OF RESERVES - WASTE MANAGEMENT AUTHORITY - FY 17-18

| | BALANCE JULY 1, 2017 | TRANSFERS IN | TRANSFERS OUT | BALANCE JUNE 30, 2018 |
|--------------------------------------------------|-------------------------|-----------------|------------------|--------------------------|
| ORGANICS PROCESSING DEVELOPMENT | \$ 5,776,058 | | \$ (287,000) | \$ 5,489,058 |
| PENSION LIABILITY RESERVE | 100,000 | | | 100,000 |
| FISCAL RESERVE | 1,405,019 | | | 1,405,019 |
| Sub-total | 7,281,077 | - | (287,000) | 6,994,077 |
| WMAC TRANSPORTATION IMPROVEMENT PROGRAM (TIP) | 3,441,987 | | | 3,441,987 |
| Sub-total | 3,441,987 | - | - | 3,441,987 |
| Total | \$ 10,723,064 | \$ - | \$ (287,000) | \$ 10,436,064 |

SCHEDULE OF RESERVES - RECYCLING BOARD - FY 17-18

| | BALANCE JULY 1, 2017 | TRANSFERS IN | TRANSFERS OUT | BALANCE JUNE 30, 2018 |
|-----------------------|-------------------------|-----------------|------------------|--------------------------|
| FISCAL RESERVE | \$ 694,981 | | | \$ 694,981 |
| Total | \$ 694,981 | \$ - | \$ - | \$ 694,981 |

IV. PROJECT CHARTERS

1020 - LANDSCAPE SERVICES AND PARTNERSHIPS

Project #: 1020

Project Manager: Teresa Eade

DESCRIPTION

Focuses on the built urban landscape to reduce the generation of waste, recycle construction waste and plant debris and incorporate recycled compost and mulch. Promotes strategic use of organic material in the landscape to build soil health, sequester carbon, create landscapes that are more resilient to climate change and conserve water and resources.

Partners with member agencies, landscape professionals and nonprofits, supporting innovative sustainable landscaping policies and standards. Provides technical assistance, grants and professional trainings to member agencies.

FY 16-17 ACCOMPLISHMENTS

- Increased Bay-Friendly Rated Landscapes to 62 within Alameda County, covering 267 acres and using approximately 12,040 tons of recycled compost and mulch.
- Increased use of sheet mulching with cardboard, compost and mulch to 36 projects covering 29 acres.
- Provided Technical Assistance to 24 landscape projects and awarded four grants.
- Provided 76 member agency staff scholarships to professional trainings and qualification, increasing total number of member agency qualified staff to 370.
- Created a list of Water Efficient Landscape Ordinance (WELO) implementation tools and webpage for member agency staff, and developed a WELO checklist and educational materials for developers and code enforcement staff.
- Served on ReScape California Advisory Board.
- Supported the launch of Bay-Friendly Rated Landscape Scorecard Version Four.

FY 17-18 ACTIVITIES

- Provide assistance for 15 Bay-Friendly rated landscapes or lawn conversions; orient member agency staff to the new Scorecard.
- Create case studies, update webpages, post on social media, distribute quarterly enews, and perform annual sustainable landscape project update.
- Provide scholarships to member agency staff on Bay-Friendly Qualified Landscape Professional Trainings.
- Provide two to four landscape or sheet mulch lawn conversion grants.
- Support member agency staff with implementation of the model WELO.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$96,000 | \$411,579 | \$507,579 | 1.31 |

FUNDING SOURCE, FY 17-18

| <u>(31) RB Discretionary</u> | <u>(33) RB Source Reduction</u> | <u>(34) RB Market Development</u> | <u>(24) Mitigation</u> |
|------------------------------|---------------------------------|-----------------------------------|------------------------|
| \$160,677 | \$155,951 | \$155,951 | \$35,000 |

1150 - BAY-FRIENDLY WATER EFFICIENT LANDSCAPE PROP 84

Project #: 1150

Project Manager: Teresa Eade

DESCRIPTION

Provides administrative support for Prop 84 grant funded projects related to Agency goals increasing use of compost and mulch. Supports the Energy Council's goal for water and energy nexus projects.

FY 16-17 ACCOMPLISHMENTS

- Participated in the Bay Area Integrated Regional Planning group with water agencies, flood control agencies, watershed, habitat based non-profits and resource conservation districts
- Closed out Round I of Prop 84 funding, finishing final report and receiving final retainer payment from DWR.
- Completed Prop 84 Round II program implementation through a contract with ReScape California for a total of eight Bay-Friendly professional trainings and 15 home gardener lawn-to-garden with sheet mulch trainings throughout the Bay area. Implemented contract with ReScape California and submitted quarterly reports to ABAG.
- Prop 84 Round III funded a Healthy Soils Lawn to Garden Marketplace run by StopWaste and administration of regional water rebates with 12 partner water agencies Bay Area wide.

FY 17-18 ACTIVITIES

- Continue administration of regional water rebates with 12 partner water agencies Bay Area wide.
- Serve on the Bay Area Integrated Regional Water Management Planning Coordinating Committee to seek out external funding and to leverage Agency projects with other key stakeholders.
- Seek funding for sustainable landscaping programs in support of Agency priorities for compost and mulch and for the Energy Council's priorities on the energy and water nexus.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$0 | \$89,984 | \$89,984 | 0.41 |

FUNDING SOURCE, FY 17-18

| <u>(21) Facilities</u> | <u>(24) Mitigation</u> | <u>(33) RB Source Reduction</u> | <u>(34) RB Market Development</u> |
|------------------------|------------------------|---------------------------------|-----------------------------------|
| \$6,299 | \$7,199 | \$57,589 | \$18,896 |

1153 - BAY-FRIENDLY WATER EFFICIENT LANDSCAPE PROP 84 ROUND III

Project #: 1153

Project Manager: Lisa Pontecorvo

DESCRIPTION

Offers long-term water savings through a suite of water conservation programs designed to improve water use efficiency throughout the San Francisco Bay Area region.

Administers the Bay Area Program (Round III) on behalf of a team of 12 participating agencies, and manages the grant agreement in coordination with ABAG. ABAG received a total of \$32 million from the Department of Water Resources, of which the Bay Area Regional Drought Relief Conservation Program receives \$6.0 million. \$5.7 million is passed through to water agencies for rebates.

The Conservation Program implements water use efficiency Best Management Practices (BMPs), which include landscape rebates, toilet/urinal rebates and direct installation, and lawn-to-garden education.

FY 16-17 ACCOMPLISHMENTS

- Submitted quarterly progress reports and invoices to ABAG.
- Received payments from DWR/ABAG. Apportioned and distributed grant reimbursement checks to water agencies.
- Managed consultants, communication with water agencies, rebate reallocations, and grant reporting.
- Convened in-person meetings with 12 participating agencies.
- Implemented regional Healthy Soils Lawn to Garden Marketplace working with stakeholders and retailers to promote consumer resources and rebates for sheet mulching lawns.
- Installed retail displays in stores regionally.
- Created Lawn to Garden website.

FY 17-18 ACTIVITIES

- Complete grant deliverables for the education component of the grant.
- Administer grant and reporting on behalf of 12 participating agencies.
- Run Lawn To Garden Marketplace website, promoting sheet mulching as the preferred lawn removal method.
- Develop in-store displays and outreach materials for retail partners and water agencies.
- Train landscape professionals in marketing sheet mulching and lawn removal services through networking events and workshops.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$943,300 | \$13,500 | \$956,800 | 0.09 |

FUNDING SOURCE, FY 17-18

(22) Externally Funded
\$956,800

1200 - PACKAGING

Project #: 1200

Project Manager: Justin Lehrer

DESCRIPTION

Focuses on waste prevention, reuse, and improved recyclability of packaging materials manufactured, sold, and discarded in Alameda County. Provides education, technical assistance, and financial support to businesses and institutions, as well as engagement with industry and other stakeholders to support policy and standards development in support of sustainable packaging.

FY 16-17 ACCOMPLISHMENTS

- Provided technical and financial assistance to a local food manufacturer that successfully adopted the How2Recycle label for their packaging.
- Reached over 100 businesses to offer education about the benefits of reusables and provide implementation assistance when needed. Awarded a total of \$20,000 to five qualified reusables projects. Developed reusable plastic container sanitation guide for small scale distributors.
- Implemented “Rethink Disposable” campaign reaching 43 businesses, which led to ten sites keeping over 3.5 tons of single-use disposable food ware products (or more 100,000 individual items) out of the landfill and off the streets.

FY 17-18 ACTIVITIES

- Research and identify opportunities to leverage packaging to prevent food waste.
- Coordinate technical assistance, media and outreach.
- Develop food service ware waste prevention and reuse guide for businesses and post online.
- Oversee delivery of ReThink Disposable program to Alameda County businesses and development of case studies.
- Manage grants, rebates, and incentives for up to 20 organizations for projects that reduce packaging at the source and include reusable foodware, reusable transport packaging, and other sustainable packaging initiatives.
- Follow and participate in industry, legislative, and policy development activities relating to reusable packaging, food service ware, and other sustainable packaging issues.
- Provide technical assistance on recyclability labeling, life cycle analysis for packaging, and sustainable packaging strategies.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$132,500 | \$258,586 | \$391,086 | 0.93 |

FUNDING SOURCE, FY 17-18

| <u>(21) Facilities</u> | <u>(32) RB Grant to Non Profit</u> | <u>(33) RB Source Reduction</u> | <u>(34) RB Market Development</u> |
|------------------------|------------------------------------|---------------------------------|-----------------------------------|
| \$126,169 | \$20,000 | \$122,459 | \$122,459 |

1210 - RECYCLED PRODUCT PURCHASE PREFERENCE

Project #: 1210

Project Manager: Rachel Balsley

DESCRIPTION

Provides technical assistance and oversight to the Alameda County General Services Agency (GSA) to implement Measure D-required programs and Memorandum of Understanding (MOU). Also provides technical expertise and resources on recycled content and Environmentally Preferable Purchasing (EPP) to member agencies and other interested public agencies.

FY 16-17 ACCOMPLISHMENTS

- Worked with Alameda County GSA to implement the MOU and provided Measure D Recycled Product Price Preference funds to undertake recycled product and EPP activities.
- Worked with Alameda County GSA on the Alameda County Public Agencies Green Purchasing Roundtable to develop tools, resources and host periodic meetings. Topics in FY 16-17 included a south county-focused workshop for implementing EPP programs, and an all-county roundtable event on contracts for facility maintenance products.
- Updated several EPP resources including Model EPP Policy and Implementation Guidelines; Rechargeable Batteries, Park and Recreation Products, Remanufactured Toner Cartridges, Janitorial Paper Products and Traffic Control Products Fact Sheets; Guide to Green Maintenance and Operations and a case study from GSA on food service sustainability in the County jail food service contract.
- Assisted the City of Alameda and the City of Emeryville with development of a proposed EPP policy.
- GSA researched and developed green and recycled-content bid specifications, and supported implementation of the following County contracts valued at \$31 million: records storage and retention, office supplies, janitorial chemicals and papers, and Santa Rita Jail food services.
- GSA contributed significantly to the content development and promotion of the West Coast Climate and Materials Management Forum's Climate Friendly Purchasing toolkit, an online resource targeting public agencies to help them understand, and take action to address, the climate impacts of government purchasing.

FY 17-18 ACTIVITIES

- Provide funding, assistance, and oversight for Alameda County GSA staffing to undertake recycled product and EPP activities in the county and to assist member agencies with the same, as per the MOU.
- Assist member agencies with EPP Policy adoption and implementation, including the updating of EPP resources and supporting the Alameda County Green Purchasing Roundtable meetings.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$407,193 | \$31,451 | \$438,644 | 0.12 |

FUNDING SOURCE, FY 17-18

(35) RB RPP
\$438,644

1220 - FOOD WASTE REDUCTION

Project #: 1220

Project Manager: Cassie Bartholomew

DESCRIPTION

Supports the reduction of food waste generated in food service establishments, households and schools. Program elements include training, technical assistance and support for food service providers to reduce pre-consumer food waste using tracking technology, and establish food share and food donation in commercial and institutional kitchens and cafeterias.

FY 16-17 ACCOMPLISHMENTS

Smart Kitchen Initiative (SKI)

- Completed SKI with 15 kitchens, tracking over 100,000 pounds of wasted food and recruiting four new providers. Avoided an estimated 126 tons of food waste.
- Provided support to 12 corporate dining sites to start local food donation program “Chefs to End Hunger.”
- Diverted 4,480 pounds of edible food through partnership with O.co Coliseum and Alameda County Community Food Bank.

Smart Cafeteria Initiative

- Developed and conducted ten plate-waste studies in Livermore and Oakland school districts.
- Trained nutrition services staff, launched food share and/or food donation in Alameda, Livermore, Oakland and Fremont Unified School Districts.
- Reached 150 students and their families through “Food Too Good to Waste” curriculum.
- UN Environmental Commission awarded Dublin Unified elementary third place in North America for the Not Wasting Food Video Challenge. Their video featured Food Too Good to Waste tools and strategies.

Stop Food Waste Campaign

- Developed and launched new Stop Food Waste campaign website, tools and resources. Launched broad multimedia campaign, digital, social media and transit ads, as well as presence at 32 community events.

FY 17-18 ACTIVITIES

- Recruit, train and support up to ten businesses or institutions for Smart Kitchen/Cafeteria Initiative.
- Oversee the support and training for up to three school districts to implement food share and/or school food donation districtwide.
- Develop, implement and measure reach of Stop Food Waste media and outreach campaign.
- Provide food waste reduction grants for prevention and recovery projects and evaluate effectiveness.
- Coordinate with general community and school outreach campaigns and trainings.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$618,200 | \$802,824 | \$1,421,024 | 4.03 |

FUNDING SOURCE, FY 17-18

| <u>(21) Facilities</u> | <u>(33) RB Source Reduction</u> | <u>(24) Mitigation</u> |
|------------------------|---------------------------------|------------------------|
| \$690,512 | \$690,512 | \$40,000 |

1250 - REUSABLE BAG ORDINANCE IMPLEMENTATION

Project #: 1250

Project Manager: Meri Soll

DESCRIPTION

Implements the expanded reusable bag ordinance adopted by the WMA Board in 2016. Provides outreach and technical assistance to the 14,000 affected stores and eating establishments. Follows up with non-compliant stores on a complaint basis.

FY 16-17 ACCOMPLISHMENTS

- Developed revised ordinance language for expansion of ordinance, including all retail stores and eating establishments in Alameda County.
- Reached out to member agencies, city councils and community groups on ordinance expansion.
- Entered into a Memorandum of Understanding with the Alameda County Clean Water Program to receive \$180,000 in funding support for expansion activities.
- Conducted store surveys and reviewed purchasing data to assess the impacts of ordinance. Analysis shows consumer behavior continuing to trend in the right direction.
- Completed a variety of outreach activities, including mailings to affected stores and store visits to provide educational and technical assistance to newly covered stores.

FY 17-18 ACTIVITIES

- Manage inspections, including oversight of in-field inspectors, outreach associates and technical assistance.
- Conduct parking lot surveys and store observations to assess ordinance effectiveness.
- Manage ordinance implementation activities. Continue to evaluate and report on the ordinance, and monitor regulations related to single-use bag ordinances.
- Continue with outreach activities to newly affected stores and restaurants.
- Respond to hotline complaints and inquiries by the general public
- Manage bag compliance issues including working with bag vendors and manufacturers. Coordinate with CalRecycle compliant bag listing.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$0 | \$149,445 | \$149,445 | 0.97 |

FUNDING SOURCE, FY 17-18

(21) Facilities

\$149,445

1251 - REUSABLE BAG ORDINANCE EXTERNAL CONTRIBUTIONS

Project #: 1251

Project Manager: Meri Soll

DESCRIPTION

Tracks the externally funded (Alameda County Clean Water Program) portion of Project 1250.

FY 16-17 ACCOMPLISHMENTS

- Covered under Project 1250 - Reusable Bag Ordinance Implementation.

FY 17-18 ACTIVITIES

- Covered under Project 1250 - Reusable Bag Ordinance Implementation.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$0 | \$59,983 | \$59,983 | 0.30 |

FUNDING SOURCE, FY 17-18

(22) Externally Funded

\$59,983

1260 - COMPOST AND MULCH

Project #: 1260

Project Manager: Kelly Schoonmaker

DESCRIPTION

Focuses on increasing the availability, access to and quality of local, recycled bulk compost and mulch. Through a combination of strategic partnerships and in-house efforts, this project provides education to landscape professionals, public agencies, and home gardeners; promotes local compost and mulch vendors and producers; and works to create, support and enforce policies that increase the availability and use of quality compost and mulch.

FY 16-17 ACCOMPLISHMENTS

- Trained approximately 550 public and private landscape professionals on the use of compost and mulch.
- Continued to develop one-day Water Efficient Landscape Ordinance (WELo) workshops, leveraging the requirements of the ordinance to educate landscape professionals and public agency staff about the use of compost and mulch. This model is now being replicated elsewhere in the state.
- Piloted the StopWaste Environmental Educator Training program (SWEET). This seven-week train-the-trainer program focused on sheet mulching in the fall, with participants organizing their own lawn-to-garden parties.
- Directly reached a projected 130 people through mini-grant funded and SWEET lawn parties, garden maintenance workshops in Alameda, Livermore, Oakland, San Leandro, and Union City.
- Through both Agency and member agency lawn parties, converted over 20,000 square feet of lawn, using 75 cubic yards of compost and 150 cubic yards of mulch. Diverted 40 tons of green waste from landfill and up to four tons per year, saving over 500,000 gallons of water per year.
- Expanded the number of sheet mulch supply vendors to 26 and provided five briefings and in-store displays to new vendors on sheet mulching and lawn rebates.
- Reached 2,400 students, family members, and residents directly and indirectly through ten Sheet Mulch Action Projects, the distribution of 300 Bay-Friendly Family Action Kits and surveys and schoolwide initiatives including posters, infrastructure support, brochures, flyers and newsletters.

FY 17-18 ACTIVITIES

- Oversee carbon farming planning and implementation on Agency property.
- Monitor and engage in advocacy on state codes, regulations and policies relating to compost and mulch.
- Cultivate partnerships through participation in groups such as the California Organics Recycling Council (CORC), as well as sponsorships, grants and/or collaborations with other industry organizations and PG&E.
- Provide education on compost and mulch use to up to 500 public agency staff and landscape industry professionals through up to ten "Lunch and Learns" and three larger workshops.
- Conduct outreach to home gardeners on compost, mulch and sheet mulching, including in-person outreach, materials, and media buy promoting the Lawn to Garden website.
- Refine and maintain online resources for compost, mulch, sheet mulching and WELo compliance.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$180,500 | \$259,804 | \$440,304 | 0.97 |

FUNDING SOURCE, FY 17-18

| <u>(21) Facilities</u> | <u>(34) RB Market Development</u> | <u>(24) Mitigation</u> |
|------------------------|-----------------------------------|------------------------|
| \$109,591 | \$255,713 | \$75,000 |

1347 - BAYREN (BAY REGIONAL ENERGY NETWORK)

Project #: 1347

Project Manager: Karen Kho

DESCRIPTION

The Bay Area Regional Energy Network is a collaboration between the Agency, ABAG and the other eight Bay Area counties to continue Energy Upgrade California activities, and launch new energy efficiency programs. Offers energy audits, rebates, technical assistance and contractor trainings. This is a multi-year project that is contracted through December 2017 and expected to be renewed in 2018.

FY 16-17 ACCOMPLISHMENTS

- Implemented regional multifamily program, with average project energy savings of 15 percent. Provided incentives to 1,215 units in Alameda County and to a total of 5,000 in the Bay Area region.
- Co-financed two multifamily upgrade projects in Alameda County with regional lender Presidio Bank.
- Conducted multifamily outreach in Alameda County, including three property owner workshops and two direct mail campaigns.
- Conducted single family outreach throughout Alameda County, including five homeowner outreach events and ten Realtor/contractor events.
- Enrolled 16 new Home Energy Score assessors and provided quality assurance for 358 scores.
- Scheduled four local trainings on new energy code and promoted quarterly regional forums on green building and energy policy.
- Supported local governments in considering Residential Energy Assessment and Disclosure policies.

FY 17-18 ACTIVITIES

- Facilitate participation in Codes & Standards trainings and host a regional forum.
- Serve as a liaison between BayREN and Alameda County water suppliers participating in the Pay-As-You-Save (PAYS) on-water bill financing program.
- Manage regional municipal Zero Net Energy (ZNE) technical assistance pilot.
- Conduct single family outreach throughout Alameda County.
- Manage the BayREN multi-family subprogram and financing pilot.
- Manage the Home Energy Score program and support local governments in the Bay Area.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$5,361,000 | \$494,581 | \$5,855,581 | 3.01 |

FUNDING SOURCE, FY 17-18

(40) Energy Council
\$5,855,581

1348 - PG&E LOCAL GOVERNMENT PARTNERSHIP

Project #: 1348

Project Manager: Heather Larson

DESCRIPTION

Convenes the East Bay Energy Watch Strategic Advisory Committee (EBEW SAC), which is the advisory body of a two-county Local Government Partnership funded by PG&E. Supports strategic planning, tracks and provides updates on California Public Utility Commission and California Energy Commission regulatory activities, and administers stipends and pass-through funding to local governments. Helps ensure policy coordination, equitable resource allocation and communication among Alameda County local governments, and between Alameda and Contra Costa Counties.

Provides recommendations to the SAC on how to enrich programmatic offerings to small-medium businesses, municipalities and residential sectors operating in both Alameda and Contra Costa Counties. Identifies opportunities for Green Business Certification program to be leveraged with the small medium business energy incentive programs in both Alameda and Contra Costa Counties. Supports and delivers programmatic outreach.

FY 16-17 ACCOMPLISHMENTS

- Administered East Bay Energy Watch Strategic Advisory Committee.
- Managed Strategic Energy Resource pilot programs.
- Issued local government stipends totaling \$72,500.
- Coordinated small commercial incentive programs with Green Business program.

FY 17-18 ACTIVITIES

- Participate in CPUC and CEC regulatory proceedings.
- Convene East Bay Energy Watch Strategic Advisory Committee (EBEW SAC) of jurisdictions in Alameda and Contra Costa Counties.
- Execute agreements and administer pass-through funding from PG&E to local governments in Alameda and Contra Costa Counties.
- Coordinate PG&E programmatic activity with BayREN, Energy Council, Community Choice Energy Providers and ACWMA.
- Conduct strategic planning and provide technical oversight on pilot projects.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$450,000 | \$129,386 | \$579,386 | 0.74 |

FUNDING SOURCE, FY 17-18

(40) Energy Council
\$579,386

1349 - ENERGY COUNCIL INCUBATOR

Project #: 1349

Project Manager: Karen Kho

DESCRIPTION

Covers proposal development expenses and pilot projects for Energy Council priority areas. Project is funded from the charge rate on hard costs that is being billed to external contracts and grants.

FY 16-17 ACCOMPLISHMENTS

- Submitted proposals to the California Energy Commission to integrate grid solutions into local Climate Action Plans and to advance multifamily upgrades.
- Partnered with the Air District and other agencies to develop project concepts for fuel switching and grid solutions priority areas.
- Established a partnership with Green Cities California.

FY 17-18 ACTIVITIES

- Convene a policy forum on fuel switching in partnership with Green Cities California.
- Support member agency Climate Action Plan updates.
- Coordinate pilots and proposals related to Energy Council priority areas.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$89,000 | \$79,576 | \$168,576 | 0.38 |

FUNDING SOURCE, FY 17-18

(40) Energy Council
\$168,576

1350 - BUILDING SERVICES AND PARTNERSHIPS

Project #: 1350

Project Manager: Miya Kitahara

DESCRIPTION

Addresses the impacts of materials management by influencing the design, construction and maintenance of the built environment. Contributes to codes and standards development and technical advocacy efforts, in support of policy changes to increase use of recycled content and broader green criteria. Partners with building industry organizations to ensure that materials management issues are addressed in current research, rating systems and other market transformation tools. Provides technical and policy assistance to member agencies and supports local climate action planning and implementation.

FY 16-17 ACCOMPLISHMENTS

- Assisted the cities of Hayward, Fremont, Piedmont, Albany, Emeryville, San Leandro, Union City and Livermore in developing climate adaptation measures for inclusion in their Hazard Mitigation, Climate Action, or General Plans.
- Issued scholarships to 11 member agencies.
- Established partnership with Ellen MacArthur Foundation.
- Initiated contract with Arup, a global design and engineering firm, to develop case studies of circular economy practices in the built environment.

FY 17-18 ACTIVITIES

- Coordinate Energy Council Technical Advisory Group and prioritize policy issues.
- Develop consumption-based (waste prevention) measures to insert into Climate Action Plan updates.
- Develop Circular Economy pilot and built environment indicators with Ellen MacArthur Foundation.
- Maintain industry partnership with Build It Green and serve on Board.
- Monitor green building standards and establish and maintain key partnerships, including US Green Building Council.
- Provide Climate Adaptation planning assistance to three jurisdictions.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$112,500 | \$200,751 | \$313,251 | 0.75 |

FUNDING SOURCE, FY 17-18

| <u>(21) Facilities</u> | <u>(32) RB Grant to Non Profit</u> |
|------------------------|------------------------------------|
| \$293,251 | \$20,000 |

2030 - REVOLVING LOAN FUND

Project #: 2030

Project Manager: Meri Soll

DESCRIPTION

Since 1995, the RLF has distributed close to \$7 million in loan funding to 50 businesses. This “gap financing” was created to support small and medium sized businesses engaged in source reduction and recycling activities that divert waste from Alameda County landfills. The RLF program will sunset at the end of FY 16-17, due to lack of demand for funding. We will continue to service the current loan recipient until loan has been paid down, estimated to be completed 2021.

FY 16-17 ACCOMPLISHMENTS

- Received and processed loan inquiries.
- Worked with current loan recipients to refinance loans.
- Monitored outstanding loan payments and deliverables.

FY 17-18 ACTIVITIES

- Monitor SAFE-BIDCO’s reports regarding loan payments and progress.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$5,000 | \$8,030 | \$13,030 | 0.03 |

FUNDING SOURCE, FY 17-18

(29) RB Revolving Loans

\$13,030

2040 - COMPETITIVE GRANTS

Project #: 2040

Project Manager: Meri Soll

DESCRIPTION

Provides funding for qualified organizations to implement programs with diversion impacts in Alameda County. Grants offered include:

Reuse Operating Grants - Up to \$15,000 to support ongoing reuse activities by non-profits.

Competitive Grants - \$15,000-\$65,000 to support one-time larger projects.

Mini-Grants - Up to \$5,000 to all types of businesses, municipalities, and non-profits for projects incorporating the 4Rs.

Charity Thrift Grants - Up to \$15,000 to thrift stores operating in Alameda County to offset the cost of illegal dumping at their facilities.

FY 16-17 ACCOMPLISHMENTS

- Issued grant application for FY 16-17 funding.
- Conducted outreach activities to solicit grant applicants.
- Completed site tours to potential grantees to assess capacity and alignment with program goals.
- Processed and managed 30 grant funding agreements for several different grant focus areas, ensuring deliverables and schedules were properly met.
- Anticipate distributing \$275,000 in grants by end of FY 16-17.

FY 17-18 ACTIVITIES

- Promote grant program via mailing lists, grassroots outreach and social marketing websites.
- Award up to \$190,000 in grants. (Grants over \$50,000 are brought to the Recycling Board for approval; others are administered in-house.)
- Complete funding agreements with selected grant recipients.
- Monitor grant funding agreements to ensure deliverables are being met and on schedule. Visit applicants periodically.
- Bring selected grantees to the Recycling Board for periodic updates.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$194,000 | \$102,502 | \$296,502 | 0.38 |

FUNDING SOURCE, FY 17-18

| <u>(21) Facilities</u> | <u>(32) RB Grant to Non Profit</u> |
|------------------------|------------------------------------|
| \$5,000 | \$291,502 |

2090 - MANDATORY RECYCLING IMPLEMENTATION

Project #: 2090

Project Manager: Rachel Balsley

DESCRIPTION

Implements Mandatory Recycling Ordinance 2012-01 (MRO) in “opt-in” jurisdictions representing more than 90 percent of the county. Ordinance covers multi-family buildings with five or more units, commercial accounts, and direct haul/disposal at in-county transfer stations and landfills. Also implements WMA Ordinance 2008-01 (Plant Debris Landfill Ban) countywide. As of July, 2017, all but two member agencies will be fully-opted in to both Phase 1 and 2 of the Ordinance, covering both recyclables and organics.

FY 16-17 ACCOMPLISHMENTS

- Conducted over 13,000 inspections of covered multi-family and commercial accounts for those opted in to Phases 1 and 2 of the Ordinance.
- Mailed ordinance notification and warning letters to covered account holders based on violations found during inspections, as well as general enforcement letters to other commercial accounts.
- Issued over 200 citations to covered account holders for violations found during inspections, with approval of jurisdictions’ representatives.
- Reached out to more than 1,000 commercial accounts with waste reduction and compliance technical assistance. Priority given to accounts requesting assistance or receiving enforcement letters.
- Provided assistance to multi-family properties implementing organics collection upon request.
- Continued outreach regarding Phase 2 requirements, including direct mail to newly covered accounts and those with new requirements as of July 1, 2017 or January 1, 2018 (Fremont, Newark, and Union City).

FY 17-18 ACTIVITIES

- Conduct activities to enforce the MRO requirements, including conducting routine inspections and sending enforcement letters.
- Reach out to covered accounts, haulers, member agencies, chambers and associations regarding MRO requirements and support materials.
- Provide technical assistance to at least 800 businesses and multi-family properties to help them divert recyclables and organics and comply with the MRO.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$821,500 | \$1,363,861 | \$2,185,361 | 6.22 |

FUNDING SOURCE, FY 17-18

| <u>(21) Facilities</u> | <u>(31) RB Discretionary</u> |
|------------------------|------------------------------|
| \$218,536 | \$1,966,825 |

2110 - CONSTRUCTION & DEMOLITION DEBRIS RECYCLING

Project #: 2110

Project Manager: Meri Soll

DESCRIPTION

Offers technical assistance to member agencies to support Construction & Demolition Debris (C&D) ordinance and code implementation, including incorporating Green Halo (a web based C&D tracking tool) into jurisdiction permitting systems. Acts as a liaison with member agencies and processing facilities to encourage third party certifications at mixed C&D facilities used by Alameda County contractors. Coordinates with local C&D facilities regarding diversion reporting. Provides technical assistance and outreach to the construction industry to increase jobsite recycling and deconstruction activities. Works with the building material reuse industry to promote reuse.

FY 16-17 ACCOMPLISHMENTS

- Hosted C&D working group meetings to provide support to member agencies regarding new CALGreen building code C&D recycling requirements.
- Worked with regional entities and mixed C&D facilities to promote importance of a comprehensive third party facility certification program for the region.
- Developed incentive program for mixed C&D processing facilities to receive third party certification.
- Worked with jurisdictions to require use of third party certified facilities.

FY 17-18 ACTIVITIES

- Host quarterly meetings for the C&D working group.
- Continue to work with member agencies to incorporate Green Halo tracking tool for third-party reporting relating to ordinance and building code compliance.
- Provide technical assistance and financial incentives to mixed C&D recycling facilities to become third party certified.
- Co-chair California Resource Recovery Association C&D Technical Council.
- Provide support to C&D industry regarding best practices and resources.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$5,500 | \$135,405 | \$140,905 | 0.42 |

FUNDING SOURCE, FY 17-18

| <u>(21) Facilities</u> | <u>(31) RB Discretionary</u> |
|------------------------|------------------------------|
| \$70,453 | \$70,453 |

2220 - MEASURE D DISBURSEMENT

Project #: 2220

Project Manager: Meri Soll

DESCRIPTION

Provides appropriations from the Recycling Board's Measure D Fund to qualifying municipalities. As per County Charter requirements, 50 percent of fund revenues are disbursed quarterly to participating agencies based on population. Funds are designated for the continuation and expansion of municipal recycling programs.

FY 16-17 ACCOMPLISHMENTS

- Disbursed funds in a timely manner.
- Received annual expenditure reports from all 16 member agencies.
- Implemented Recycling Board policy regarding adequate commercial recycling and municipal funding eligibility.
- Updated web page for member agency staff with all quarterly payment correspondence, Recycling Board policies, Annual Report forms and relevant reports and documents in one place.

FY 17-18 ACTIVITIES

- Review Member Agency Annual Data Reports to determine compliance with Board standard for adequate commercial recycling program and determine funding eligibility of all participating member agencies.
- Solicit and receive Measure D Annual Expenditure reports from all participating agencies, and evaluate reports for compliance with eligibility, spending and fund accumulation policies adopted by the Recycling Board.
- Make all quarterly disbursements in a timely manner.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|-----------------------------------------------------|-------------------|-------------|
| \$4,433,442 | Hours covered under Recycling Board Administration. | \$4,433,442 | 0.00 |

FUNDING SOURCE, FY 17-18

(27) RB Municipalities

\$4,433,442

2311 - USED OIL RECYCLING GRANT

Project #: 2311

Project Manager: Robin Plutchok

DESCRIPTION

Coordinates countywide media campaign to promote recycling and proper disposal of used motor oil and filters. Member agencies contribute a percentage of their CalRecycle Used Oil Block Grant funds towards a countywide effort. By working together, member agencies are able to provide consistent messaging, avoid duplication and leverage funding.

FY 16-17 ACCOMPLISHMENTS

- Coordinated member agency working group to plan and implement campaign.
- Implemented countywide media campaign promoting recycling and proper disposal of used motor oil and filters with funds from member agency CalRecycle block grants.
- Coordinated efforts with Contra Costa County.
- Participated in regional Rider's Recycle program, promoting motor oil recycling to motorcycle riders.
- Increased web traffic during campaign period from an average of 150 visitors per month to over 8,000.

FY 17-18 ACTIVITIES

- Implement countywide media campaign promoting used oil and filter recycling with funds contributed from member agency block grant funds.
- Coordinate with member agencies to ensure receipt of block grant contributions.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------------------------|-------------------|-------------|
| \$155,000 | Hours covered under General Agency Communications. | \$155,000 | 0.00 |

FUNDING SOURCE, FY 17-18

(22) Externally Funded

\$155,000

2312 - HOUSEHOLD HAZARDOUS WASTE FACILITIES

Project #: 2312

Project Manager: Pat Cabrera

DESCRIPTION

Provides administration of the Memorandum of Understanding (MOU) between the Authority and the Alameda County Department of Environmental Health and the City of Fremont for the operation of the countywide Household Hazardous Waste (HHW) and Small Quantity Generator Program, which includes drop-off facilities in Oakland, Hayward, Livermore and Fremont. Provides promotional and marketing support for the Countywide Household Hazardous Waste Program including facilities and one day events.

FY 16-17 ACCOMPLISHMENTS

- Promoted program through mailers, website and phonebook and Google ads.
- Conducted outreach to underserved areas.
- In conjunction with member agencies, collected batteries from sites throughout Alameda County, typically libraries, city halls, fire stations and hardware stores.
- Worked with County Assessor to implement HHW fee on property taxes, and sent bills to property owners who are exempt from property taxes.
- Held six one-day collection events in six jurisdictions in Alameda County, serving 2,658 households.
- The Hayward facility was shut temporarily, due to water damage, and reopened in April. Apart from that, county-run facilities were open Thursday, Friday and Saturday except for holidays.

FY 17-18 ACTIVITIES

- Increase participation in the program.
- Manage the legal and operational relationships with the four HHW facilities as per the terms of the MOUs.
- Continue to promote one-day events and expanded days and hours through online, traditional and social media and community based outreach.
- Ensure the timely delivery of data to the assessor's office for HHW fee to properly appear on property tax bills.
- Continue to partner with Our Water Our World and Paint Care to include HHW disposal messaging with their respective waste prevention messaging at retail outlets.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$6,360,208 | \$160,998 | \$6,521,206 | 0.50 |

FUNDING SOURCE, FY 17-18

(28) HHW Fees
\$6,521,206

2420 - BUSINESS ASSISTANCE SUPPORTING ACTIVITIES

Project #: 2420

Project Manager: Rachel Balsley

DESCRIPTION

Provides indoor food scraps bins worth up to \$500 per site to businesses and multi-family properties through the Free Indoor Food Scraps Bin Program. Develops new diversion support materials for high organics-generating business sectors. Provides support for waste stream diversion infrastructure projects at public schools.

FY 16-17 ACCOMPLISHMENTS

- Approved over 800 businesses and multi-family properties for free indoor food scrap bins.
- Began development of support materials specific to high organics-generating business sectors.
- Supported priority partner school districts with assistance or diversion infrastructure.

FY 17-18 ACTIVITIES

- Continue the development of new tools for selected high-organics generating business sectors.
- Provide free indoor food scraps bins to eligible businesses and multi-family properties.
- Provide assistance and organics collection infrastructure support to public schools.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$147,000 | \$97,142 | \$244,142 | 0.45 |

FUNDING SOURCE, FY 17-18

| <u>(21) Facilities</u> | <u>(31) RB Discretionary</u> | <u>(24) Mitigation</u> |
|------------------------|------------------------------|------------------------|
| \$53,571 | \$53,571 | \$137,000 |

3021 - MISCELLANEOUS SMALL GRANTS ADMINISTRATION

Project #: 3021

Project Manager: Patricia Cabrera

DESCRIPTION

Allows for the expenditure of miscellaneous grants that are less than \$50,000. In 2010, the Authority Board adopted a policy that allows the Executive Director or designee to accept individual grants up to \$50,000 without Board approval. The policy also allows the Executive Director to expend up to the individual grant amount (not to exceed \$50,000) provided that an appropriation to expend miscellaneous grants is budgeted. This appropriation of \$300,000 is an estimate of what these smaller grants may total in the upcoming fiscal year, and will be adjusted in subsequent fiscal years as needed.

FY 16-17 ACCOMPLISHMENTS

- No grants received in FY 16-17.

FY 17-18 ACTIVITIES

- Allocate grant funds as needed and report to the Authority Board as required by the policy.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$300,000 | \$0 | \$300,000 | 0.00 |

FUNDING SOURCE, FY 17-18

(22) Externally Funded

\$300,000

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3210 - PROPERTY MANAGEMENT

Project #: 3210
Project Manager: Kelly Schoonmaker

DESCRIPTION

Provides property management and oversight for Authority-owned property in the Altamont Hills in eastern Alameda County, including property maintenance, lease development, cattle grazing licensing, revenue collection and enhancement and other land-related activities with the objective of preserving the natural assets in public trust, generating revenue and managing risk.

FY 16-17 ACCOMPLISHMENTS

- Maintained property and managed leases and cattle grazing licenses.
- Initiated lease renewals and new leases.
- Facilitated Conservation Easement Development.

FY 17-18 ACTIVITIES

- Maintain property and manage lease and cattle grazing licenses.
- Through Project 1260 (Compost and Mulch), oversee carbon project planning and implementation on Agency property.
- Oversee conservation easement development on Parcel 6.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$65,000 | \$119,728 | \$184,728 | 0.39 |

FUNDING SOURCE, FY 17-18

(24) Mitigation
\$184,728

3220 - DISPOSAL REPORTING

Project #: 3220

Project Manager: Nisha Patel

DESCRIPTION

Monitors, analyzes and reports on amounts of material being landfilled, used as alternative daily cover (ADC) or diverted by Alameda County jurisdictions. Reports are provided on a timely basis to member agency jurisdictions that dispose of materials in Alameda County and other public agencies as required by law.

FY 16-17 ACCOMPLISHMENTS

- Monitored, analyzed and reported on amounts of material being landfilled, used as ADC or diverted by Alameda County jurisdictions for the four quarters of calendar year 2016.
- Reviewed data with member agencies.
- Tracked issues and followed up with member agencies, disposal sites and CalRecycle as needed.
- Implemented new disposal data collection software.

FY 17-18 ACTIVITIES

- Monitor implementation of AB901, which updates the disposal reporting system, requirements and state/local responsibilities.
- Assist member agency staff with CalRecycle related issues regarding disposal and diversion numbers, diversion programs and annual reports.
- Collect, compile, update and report on disposal, diversion and ADC trends. Ensure that data is accurate; identify and correct discrepancies.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$15,000 | \$23,096 | \$38,096 | 0.09 |

FUNDING SOURCE, FY 17-18

(21) Facilities

\$38,096

3230 - TECHNICAL ADVISORY COMMITTEE

Project #: 3230
Project Manager: Meghan Starkey

DESCRIPTION

Provides staffing and coordination for the Technical Advisory Committee (TAC), comprised of staff from the Waste Management Authority’s member agencies. Provides information to member agencies on franchise terms and contracts.

FY 16-17 ACCOMPLISHMENTS

- Held monthly meetings of the TAC.
- Solicited input on implementation of Agency projects, including the reusable bag ordinance, mandatory recycling ordinance and benchmark report.
- Provided regular updates to TAC on agency programs of interest.

FY 17-18 ACTIVITIES

- Provide regular updates to TAC on Agency programs of interest.
- Solicit input on major initiatives of the Agency, including implementation of new projects and realignment of existing projects under the Board adopted guiding principles.
- Facilitate monthly TAC meetings.
- Request input on implementation of ongoing projects, such as mandatory recycling, the Reusable Bag Ordinance and HHW Facilities.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$2,250 | \$71,005 | \$73,255 | 0.22 |

FUNDING SOURCE, FY 17-18

(21) Facilities
\$73,255

3240 - FEE ENFORCEMENT

Project #: 3240

Project Manager: Todd High

DESCRIPTION

Implements ACWMA Ordinance 2009-01 (Facility Fee) and other-fee related ACWMA ordinances.

FY 16-17 ACCOMPLISHMENTS

- Processed reports and payments from haulers reporting tons from Alameda County that were disposed of in facilities outside of Alameda County.
- Conducted investigations and initiated enforcement against haulers not reporting or remitting Facility Fees.

FY 17-18 ACTIVITIES

- Plan, budget, implement and manage ACWMA Ordinance 2009-01 so that there are no large, preventable gaps in revenue collection.
- Represent Authority on statutory fee authorization to regulated parties, government entities, law enforcement, district attorneys, legal counsels, CalRecycle or others as needed.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$150,000 | \$184,764 | \$334,764 | 0.68 |

FUNDING SOURCE, FY 17-18

(21) Facilities
\$334,764

3410 - GENERAL PLANNING

Project #: 3410

Project Manager: Justin Lehrer

DESCRIPTION

Provides general planning function for the Agency, including strategic planning and priority-setting, as well as researching issues, developing positions on solid-waste related planning documents, responding to waste-related Environmental Impact Reports (EIRs), assisting with climate work related to solid waste, and providing planning assistance on other topics. Considers and makes recommendations on amendments to the Countywide Integrated Waste Management Plan (CoIWMP).

FY 16-17 ACCOMPLISHMENTS

- Completed mid-point assessment of Agency's Strategic Workplan 2020 and priority setting process with staff and stakeholders, leading to adoption of guiding principles. These principles will inform programmatic focus areas for the next two years.
- Processed two CoIWMP amendments (Altamont and Davis St. facilities).
- Provided feedback to the Bay Area Air Quality Management District on their clean air plan.
- Prepared compost capacity update as per AB876 requirements.

FY 17-18 ACTIVITIES

- Process applications for amendments to the CoIWMP in accordance with adopted procedures and legal requirements.
- Submit proposed amendments to the Authority Board for review and approval.
- Submit non-disposal facility element amendments to the Recycling Board for review.
- Provides general planning assistance to the Agency, including researching issues, responding to waste-related Environmental Impact Reports (EIRs), and providing planning assistance on other topics.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$15,000 | \$57,358 | \$72,358 | 0.18 |

FUNDING SOURCE, FY 17-18

| <u>(21) Facilities</u> | <u>(24) Mitigation</u> |
|------------------------|------------------------|
| \$58,610 | \$13,748 |

3440 - WASTE CHARACTERIZATION STUDY

Project #: 3440

Project Manager: Meghan Starkey

DESCRIPTION

Conducts studies to examine solid waste disposal in the county, including an understanding of generators and their behavior. Results will be used to evaluate progress of the less than 10 percent goal, guide existing programmatic efforts, and, to the extent possible, measure the impact of previously implemented waste reduction programs.

Updated waste studies respond to and track results of evolving local and countywide waste management programs and policies, improvements in diversion activities, new solid waste infrastructure, changes to recyclable/reusable materials markets, and changes in materials generated and discarded.

FY 16-17 ACCOMPLISHMENTS

- Refined scope and methodology for cost effectiveness and alignment with Agency priorities.
- Requested input from member agency staff.
- Issued Request for Proposals and entered into an agreement with SCS Engineers to conduct the Waste Characterization Study 2017.
- Scheduled to begin field sampling in May, 2017.

FY 17-18 ACTIVITIES

- Create and distribute final report on composition and quantities of the Alameda County Waste Stream. Focus both on general waste streams and specifically study MRFs to assess diversion and disposal.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$750 | \$121,828 | \$122,578 | 0.37 |

FUNDING SOURCE, FY 17-18

| <u>(31) RB Discretionary</u> | <u>(32) RB Grant to Non Profit</u> |
|------------------------------|------------------------------------|
| \$61,289 | \$61,289 |

3460 - FIVE YEAR AUDIT

Project #: 3460

Project Manager: Meri Soll

DESCRIPTION

Oversees the development of a five-year financial, compliance and programmatic Recycling Board Audit, as per Measure D. Financial audit occurs in two phases (three years/two years intervals), while Program Audit is conducted separately, covering all five years. Audit covers both StopWaste and the member agencies. The current Program Audit underway in FY 16-17 will include developing metrics to assist member agencies in measuring diversion progress over time, as well research on specific issues and topics relevant to current waste reduction efforts. Phase Two of the Financial and Compliance Audit, covering FY 14/15 and 15/16, will commence January 2017 and be completed in FY 17-18.

FY 16-17 ACCOMPLISHMENTS

- Developed, distributed and reviewed responses to RFP for Five Year Program Audit.
- Selected HF&H Consultants and executed agreement.
- Managed both HF&H (programmatic audit) and Crowe Horwath contracts (financial audit) for adherence to schedule and budget.
- Coordinated with HF&H and Crowe Horwath to work with member agency staff.

FY 17-18 ACTIVITIES

- Draft staff memos and present both final reports to the board.
- Review and comment on Five Year Audit Program report, circulate for comments.
- Review and comment on second Financial Audit, review reports and recommendations.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$0 | \$48,294 | \$48,294 | 0.16 |

FUNDING SOURCE, FY 17-18

(32) RB Grant to Non Profit
\$48,294

3480 - MEASUREMENT AND ANALYSIS

Project #: 3480

Project Manager: Meghan Starkey

DESCRIPTION

Provides ongoing measurement and analysis of progress towards Agency goals. This is a new project for FY 17-18, building on the Board's priority setting process and incorporating some aspects of Project 2080 - Benchmark Data and Analysis. Project will identify and develop appropriate measures and/or indicators to assess progress towards Board approved interim goals, as well as inform program development.

FY 16-17 ACCOMPLISHMENTS

Through Project 2080 - Benchmark Data and Analysis (now discontinued):

- Collected 1,800 single family, 500 multifamily and 800 commercial account samples, and provided data and analysis and metrics results for Benchmark Report.
- Provided sampling for the Fremont community based social marketing study in Fremont and the "less than weekly" garbage collection study in Castro Valley.

Through Project 3410 - General Planning, began development of indicators to measure progress of Board adopted priorities.

FY 17-18 ACTIVITIES

- Work with member agencies to identify jurisdiction level data sources and gaps.
- Conduct telephone survey to assess Alameda County residents participation in, and attitudes toward, waste reduction and recycling.
- Review and assess existing data sources and determine relevancy for Agency use.
- Develop and refine data collection methods and analysis to measure progress towards Agency programs.
- Continue sampling garbage, recycling and composting streams, focusing on identifying and measuring food waste opportunities.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$86,500 | \$168,668 | \$255,168 | 0.53 |

FUNDING SOURCE, FY 17-18

(32) RB Grant to Non Profit
\$255,168

3510 - GENERAL AGENCY COMMUNICATIONS

Project #: 3510
Project Manager: Jeff Becerra

DESCRIPTION

Provides general oversight, coordination and technical assistance to Agency in areas of public relations, advertising, customer research and communications. Includes broad audience resources such as websites, social media, customer service and the RecycleWhere online search tool.

FY 16-17 ACCOMPLISHMENTS

- Responded to approximately 150 requests per month for recycling assistance via phone and email.
- Produced four electronic newsletters to keep stakeholders up to date on key Agency activities.
- Educated residents, businesses and schools with easy to understand waste reduction information via website, telephone hotline, and RecycleWhere online search tool.
- Recognized five businesses through the annual StopWaste Business Efficiency Awards.

FY 17-18 ACTIVITIES

- Recognize outstanding businesses for their significant achievement in waste reduction.
- Educate residents, businesses and schools with easy to understand waste reduction information via website, telephone hotline, and RecycleWhere online search tool.
- Produce quarterly electronic newsletters to keep stakeholders up to date on key Agency activities.
- Expand reach of Agency programs through sponsorships.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$105,000 | \$1,299,185 | \$1,404,185 | 4.78 |

FUNDING SOURCE, FY 17-18

(21) Facilities
\$1,404,185

3530 - LEGISLATION

Project #: 3530

Project Manager: New Legislative Affairs Manager

DESCRIPTION

Represents Agency priorities at local, state and federal levels. Monitors legislation, codes and administrative regulations affecting the Agency.

FY 16-17 ACCOMPLISHMENTS

- Provided input on the development of regulations for SB 1383 and AB 901.
- Provided support for greenhouse gas reduction funding for CalRecycle and for organics processing infrastructure.
- Participated in the discussion around AB45 on household hazardous waste, and recommended EPR solution.
- Participated in California Product Stewardship Council discussions and efforts.

FY 17-18 ACTIVITIES

- Monitor legislation impacting Agency priorities and activities, and advocate for changes in law and regulation that support Agency programs.
- Provide timely legislative updates to the Board, as per the agreed-upon schedule.
- Continue and expand working relationships with legislators and established state and/or national organizations such as California State Association of Counties, League of California Cities, California Product Stewardship Council, Californians Against Waste and others.
- Identify potential sources of governmental funding.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$75,000 | \$476,490 | \$551,490 | 1.62 |

FUNDING SOURCE, FY 17-18

(21) Facilities
\$551,490

3570 - COMMUNITY BASED OUTREACH

Project #: 3570

Project Manager: Jeanne Nader

DESCRIPTION

Provides consistent best practices training and oversight for the Agency's general outreach activities. Supports Agency's priorities (organics and upstream focus areas) in messaging about the entire food cycle to residential audiences, and identifies potential partners to extend StopWaste's messages to residents. Collects both quantitative and qualitative data on outreach activities and provides periodic reports to the Boards and stakeholders.

This is a new project for FY 17-18, which incorporates some activities previously undertaken in Project 2050 - Ready, Set, Recycle.

FY 16-17 ACCOMPLISHMENTS

Through Project 2050 - Ready Set Recycle, partnered with 40 community organizations, with the following highlights.

- Awarded grants to seven community based organizations to promote food scrap composting, including a collaboration on three food scrap composting videos.
- Staffed outreach tables at 60 community events.
- Led 31 workshops and presentations.
- Piloted StopWaste Environmental Educator Training (SWEET), graduating all 15 educators. Each educator conducted a lawn party and will continue working with StopWaste on sheet mulch, food waste and other topics.
- Sponsored three murals: Emeryville Center for Community Life, American High and Mission San Jose in Fremont.

FY 17-18 ACTIVITIES

- Identify opportunities for external training on organics content and community outreach.
- Evaluate community outreach strategies and make improvements as needed.
- Develop, schedule and implement comprehensive outreach training for frontline staff that includes best practices, messaging and leadership skills.
- Collect qualitative and quantitative data on community outreach and provide regular reports to Board and stakeholders.
- Coordinate and implement countywide community outreach to support organics projects and upstream priorities.
- Identify community partners for outreach grants and manage contracts.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$100,000 | \$612,874 | \$712,874 | 3.64 |

FUNDING SOURCE, FY 17-18

(21) Facilities
\$712,874

3580 - SCHOOLS BASED COMMUNITY OUTREACH

Project #: 3580

Project Manager: Angelina Vergara

DESCRIPTION

Educates students in waste reduction behaviors, and supports their actions and influence on behaviors at school, at home, and in their community. This project provides education to students, parent communities, teachers, school leaders, school district staff, and environmental education partners.

Merges components from several previous projects: Transfer Station Tours (2020), Recycled Content & Mulch Bay-Friendly Student Action Project (2060), Food Waste Reduction Student Action Project Pilot (1220), and Ready Set Recycle's 4Rs Student Action Project (4Rs SAP) and StopWaste Ambassador Program (SWAP) (2050).

FY 16-17 ACCOMPLISHMENTS

- Won two statewide awards: the 2016 Governor's Environmental and Economic Leadership Award for Environmental Education and the 2016 California Resource Recovery Association's Awardee for the Next Generation Recycler Award.
- Partnered with Cal Athletics on the campus Zero Waste initiative contributing to UC Berkeley winning the 2017 Pac-12 Zero Waste Challenge.
- Provided 238 educational tours promoting 4Rs behaviors at home and at school to 8,400 students and 1,800 teachers and chaperones.
- 4Rs Student Action Project- Elementary/Middle
- Reached 8,700 students, family members, and residents directly and indirectly through schoolwide organics recycling action projects.
- Reached 2,400 students, family members, and residents directly and indirectly through ten Sheet Mulch Action Projects.
- Developed and supported plate-waste studies and schools-based education in food waste reduction.
- 12,000 students and teachers participated in the middle and high school service learning program.

FY 17-18 ACTIVITIES

- Manage and coordinate all schools-related outreach activities under one project.
- Collect qualitative and quantitative data on schools-based community outreach and report to stakeholders.
- Provide 200 educational tours to classrooms at two transfer station education centers.
- Oversee hiring, training and supervise schools associates for K-12 schools.
- Provide waste reduction educational classroom programs and technical assistance to schools based partners.
- Develop, oversee and evaluate strategic plan for schools based community outreach.
- Coordinate school community lawn-to-garden parties, which will also serve as train the trainer events.

PROJECT COST, FY 17-18

| <u>Hard Costs</u> | <u>Labor Plus Overhead Costs</u> | <u>Total Cost</u> | <u>FTEs</u> |
|-------------------|----------------------------------|-------------------|-------------|
| \$301,000 | \$1,023,040 | \$1,324,040 | 7.29 |

FUNDING SOURCE, FY 17-18

(21) Facilities
\$1,324,040

V. ADOPTED BUDGET RESOLUTIONS

**ALAMEDA COUNTY WASTE MANAGEMENT AUTHORITY
RESOLUTION #WMA 2017 - 03**

**MOVED: Haggerty
SECONDED: Oddie**

AT THE MEETING HELD MAY 24, 2017

**THE ALAMEDA COUNTY WASTE MANAGEMENT AUTHORITY AUTHORIZES ADOPTION OF
THE FISCAL YEAR 2017-18 BUDGET; PROJECT CONTRACTS; NEW JOB DESCRIPTIONS AND
AUTHORIZED POSITIONS AND SALARY SCHEDULE**

WHEREAS, a preliminary budget for Fiscal Year 2017-18 has been developed that incorporates programs and projects based on the guiding principles adopted by the Board; and

WHEREAS, this budget was presented at the joint meeting of the Alameda County Waste Management Authority, the Alameda County Source Reduction and Recycling Board and the Energy Council, held on April 26, 2017 for review and comment; and,

WHEREAS, legal notice of the public hearing of the budget has been provided, and the matter scheduled on the May 24, 2017 Authority agenda for adoption.

NOW THEREFORE, BE IT RESOLVED that the Alameda County Waste Management Authority hereby:

1. Adopts the Authority's portion of the Fiscal Year 2017-18 Budget (Attachment A-I) with expenditures totaling \$14,705,805 and authorizes staff to proceed with Authority administration, programs and operations in accordance with the adopted budget, effective July 1, 2017.
2. Authorizes the attached positions and the salary schedule which includes a 3.5% increase in the salary ranges with the exception of the Executive Director's salary (Attachment A-II).
3. Approves the attached job descriptions as recommended for Board approval by the Programs & Administration Committee on April 13, 2017. (Attachment A-III).
4. Authorizes the following new or augmented contracts and/or spending authority for Fiscal Year 2017-18 subject to approval as to form by Legal Counsel, and consistent with the Authority's purchasing policy:

Contracts/Spending Authority by Project:

Packaging

Gigantic Idea Studio \$ 10,000

To prepare the Food Ware toolkit/marketing plan, survey design and program assessment

Food Waste Reduction

Zero Company \$ 70,000

Online media purchases including digital/mobile ads, Facebook, gmail ads, etc.

Intersection \$ 115,000

Media vendors for digital and transit ad purchases for the Stop Food Waste (SFW) campaign

Pandora \$ 15,000

Advertising for the SFW campaign.

| | |
|------------------------------------------------------------------------------------------------------------------------|------------|
| <u>Underground Advertising</u> | \$ 75,000 |
| To develop the next phase of the SFW campaign creative | |
| <u>Gigantic Idea Studio</u> | \$ 40,000 |
| To develop consumer facing and business tools for the Food Waste Reduction Smart Kitchen Initiative | |
| <u>Compost and Mulch</u> | |
| <u>Zero Company</u> | \$ 70,000 |
| Online media purchases including digital/mobile ads, Facebook, gmail ads, etc. | |
| <u>Mandatory Recycling Ordinance (MRO) Implementation</u> | |
| <u>Cascadia Consulting Group</u> | \$ 370,000 |
| Technical assistance to businesses and multi-family properties | |
| <u>Stealth Marketing</u> | \$ 347,000 |
| To provide contracted MRO inspectors | |
| <u>Gigantic Idea Studio</u> | \$ 15,000 |
| Marketing and outreach services | |
| <u>Construction & Demolition</u> | |
| <u>Recycle Certification Institute</u> | \$ 80,000 |
| To provide third party certifications of mixed C&D facilities | |
| <u>Used Oil Recycling (externally funded)</u> | |
| <u>Pandora</u> | \$ 20,000 |
| Advertising | |
| <u>Zero Company</u> | \$ 30,000 |
| Online media purchases including digital/mobile ads, Facebook, gmail ads, etc. | |
| <u>Household Hazardous Waste (HHW) Facilities</u> | |
| <u>Autumn Press</u> | \$ 127,000 |
| Printing and mailing services | |
| <u>Pandora</u> | \$ 30,000 |
| Advertising | |
| <u>Zero Company</u> | \$ 50,000 |
| Online media purchases including digital/mobile ads, Facebook, gmail ads, etc. | |
| <u>Business Assistance Supporting Activities</u> | |
| <u>Gigantic Idea Studio</u> | \$ 6,000 |
| To update promotional activities and website content | |
| <u>Starline Supply Company</u> | \$ 100,000 |
| To provide indoor food scrap bins | |
| <u>Administrative Overhead (OH) (includes general OH, accounting and budgeting and information systems)</u> | |
| <u>Shute, Mihaly and Weinberger, LLP</u> | \$ 200,000 |
| Authority counsel, is charged against multiple projects as appropriate | |

| | |
|-------------------------------------|------------|
| <u>Driver Alliant Insurance</u> | \$ 155,000 |
| Agency insurance | |
| <u>Account Temps</u> | |
| Temporary accounting services | \$ 55,000 |
| <u>Ryals and Associates</u> | |
| Temporary accounting services | \$ 55,000 |
| <u>Herb Hirschfield</u> | \$ 56,000 |
| Information Systems back up support | |

Fee Enforcement

| | |
|-------------------------------------------------------------|-----------|
| <u>Alameda County Sheriff's Office</u> | \$ 88,000 |
| Retired annuitant to assist with fee enforcement activities | |

Measure and Analysis

| | |
|-----------------------------------------------------------------------------|-----------|
| <u>Stealth Marketing</u> | \$ 51,000 |
| Field sampling of garbage, recycling and organics bins for program analysis | |

General Agency Communications

| | |
|---------------------------------------------------------|-----------|
| <u>Gigantic Idea Studio</u> | \$ 12,000 |
| Support and outreach for the Business Recognition event | |

Schools Based Community Outreach

| | |
|---------------------------------------------------|------------|
| <u>Versalar Corporation</u> | \$ 135,000 |
| Bus services for transportation to the Ed Centers | |

Passed and adopted this 24th day of May, 2017 by the following vote:

AYES: Arreguin, Biddle, Bonaccorsi, Carling, Cox, Ellis, Haggerty, Hannon, Kalb, Lamnin, Maass, Martinez, Oddie, Sadoff, Young

NOES: None

ABSTAIN: None

ABSENT: Pentin, Rood


 Wendy Sommer, Executive Director

Alameda County Waste Management Authority
Authorized Positions – Fiscal Year 2017/2018
Effective July 1, 2017

| Classification Title | Number of Positions | |
|------------------------------------------------------------------------------------------------------------|---------------------|------------------|
| | Thru 9/30/17 | Starting 10/1/17 |
| Accountant | 1 | 1 |
| Administrative Assistant Series (Administrative Assistant and Senior Administrative Assistant) | 4* | 4* |
| Administrative Services Director | 1 | 1 |
| Deputy Executive Director | 1 | 1 |
| Executive Assistant | 2 | 2 |
| Executive Director | 1 | 1 |
| Financial Services Manager** | 1 | 1 |
| Information Systems Manager | 1 | 1 |
| Legislative and Regulatory Affairs Manager | 1 | 1 |
| Principal Program Manager | 1 | 1 |
| Program Manager Series (I, II and Senior) | 23 | 19 |
| Program Services Specialist Series (Program Services Specialist and Senior Program Services Specialist) | 5.5*** | 5.5*** |
| Supervising Executive Assistant | 1 | 1 |
| Webmaster/Graphic Designer | 1 | 1 |
| Intermittent (FTEs)**** | 5 | 5 |

* Includes one (1) Limited Term Administrative Assistant position thru FY18/19

** Serves as the Agency's Treasurer pursuant to the Agency's investment policy and applicable state law.

*** Includes 2.5 Limited Term Senior and/or Program Services Specialists thru FY 19/20

**** Budgeted intermittent staff totals 3.6 FTE (mostly interns). However, additional authorization needed For short time assignments and/or to cover employee leave.

Alameda County Waste Management Authority
Monthly Salary Ranges - FY 2017/18*

| Classification Title | Entry (\$) | Top(\$) |
|--------------------------------------------|-------------------|----------------|
| Accountant | 7,478 | 9,086 |
| Administrative Assistant | 5,612 | 6,819 |
| Administrative Service Director | 14,141 | 17,178 |
| Deputy Executive Director | 14,141 | 17,178 |
| Executive Assistant | 6,915 | 8,402 |
| Executive Director (per current contract) | | 18,975 |
| Financial Services Manager | 9,176 | 11,150 |
| Information Services Manager | 10,160 | 12,349 |
| Legislative and Regulatory Affairs Manager | 9,668 | 11,751 |
| Principal Program Manager | 12,664 | 15,386 |
| Program Manager I | 7,648 | 9,291 |
| Program Manager II | 9,176 | 11,150 |
| Program Services Specialist | 5,540 | 6,729 |
| Senior Administrative Assistant | 6,174 | 7,501 |
| Senior Program Manager | 11,012 | 13,379 |
| Senior Program Services Specialist | 6,148 | 7,470 |
| Supervising Executive Assistant | 7,607 | 9,242 |
| Webmaster/Graphic Designer | 8,257 | 10,034 |
| Intermittent (Hourly) | 19.53 | 102.86 |

*Salary increases for eligible employees occur on September 24, 2017.

As outlined in the Agency's Human Resources Manual (section 2.2.1), annual pay increases are awarded pursuant to the Annual Salary Increase Policy (attachment A). Additionally, as outlined in the Section 2.1.1 of the Human Resources Manual, temporary pay differentials (generally 5%) outside of the incumbent's salary range may be granted for out of classification assignments, with the approval of the Administrative Services Director and the Executive Director.

**ENERGY COUNCIL
RESOLUTION #EC 2017- 02**

**MOVED: Haggerty
SECONDED: Oddie
AT THE MEETING HELD MAY 24, 2017**

**THE ENERGY COUNCIL AUTHORIZES ADOPTION OF THE FISCAL YEAR 2017-18 BUDGET AND PROJECT
CONTRACTS**

WHEREAS, a preliminary budget for Fiscal Year 2017-18 has been developed that incorporates programs and projects recommended by the Executive Director; and

WHEREAS, this budget was presented at the joint meeting of the Alameda County Waste Management Authority, the Alameda County Source Reduction and Recycling Board and the Energy Council, held on April 26, 2017 for review and comment; and,

WHEREAS, legal notice of the public budget hearing has been provided, and the matter scheduled on the May 24, 2017 Energy Council agenda for adoption.

NOW THEREFORE, BE IT RESOLVED, that the Energy Council hereby

1. Approves the budget as it pertains to the Energy Council operations as shown on Attachment B-I with expenditures totaling \$6,603,542 effective July 1, 2017.
2. Authorizes the following contract for Fiscal Year 2017-18 subject to approval as to form by Legal Counsel, and consistent with the Authority's purchasing policy:

Energy Council Incubator Project

California Consulting

\$ 60,000

To provide grant writing services for multiple priority areas.

Passed and adopted this 24th day of May, 2017 by the following vote:

| | |
|----------|-----------------------------------------------------------------------------------------------------------|
| AYES: | Arreguin, Biddle, Bonaccorsi, Carling, Cox, Ellis, Haggerty, Hannon, Kalb, Lamnin, Maass, Martinez, Oddie |
| NOES: | None |
| ABSTAIN: | None |
| ABSENT: | Pentin, Rood |



Wendy Sommer, Executive Director

**ALAMEDA COUNTY SOURCE REDUCTION AND RECYCLING BOARD
RESOLUTION #RB 2017 - 01**

**MOVED: Rood
SECONDED: Maass**

**AT THE MEETING HELD JUNE 8, 2017
THE ALAMEDA COUNTY SOURCE REDUCTION AND RECYCLING BOARD
AUTHORIZES ADOPTION OF THE FISCAL YEAR 2017-18 BUDGET**

WHEREAS, a preliminary budget for Fiscal Year 2017-18 has been developed which incorporates programs and projects based on the guiding principles developed by the Board; and,

WHEREAS, this budget was presented at the joint meeting of the Alameda County Waste Management Authority, the Alameda County Source Reduction and Recycling Board, and the Energy Council at the meeting held on April 26, 2017 for review and comment; and,


WHEREAS, legal notice of the public hearing on the budget has been provided, and the matter scheduled on the June 8, 2017 Recycling Board agenda for adoption.

NOW THEREFORE, BE IT RESOLVED that the Alameda County Source Reduction and Recycling Board hereby:

Adopts the Recycling Board's portion of the Fiscal Year 2017-18 Budget (see Attachment A-I), with expenditures totaling \$9,473,713, and authorizes staff to proceed with Recycling Board administration, programs and operations in accordance with the adopted budget, effective July 1, 2017.

Passed and adopted this 8th day of June, 2017 by the following vote:

| | |
|-----------------|------------------------------------------------------------------------------------|
| AYES: | Alonzo, Biddle, Camara, Martinez, Maass, Moore, Oddie, Rood, Sherman, Stein |
| NOES: | None |
| ABSTAIN: | None |
| ABSENT: | Peltz |



Wendy Sommer, Executive Director



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