

WMA Board, Energy Council, & Recycling Board

- Bob Carling, **WMA President**
City of Livermore, WMA, EC
- Francisco Zermeño, **WMA 1st Vice President**
City of Hayward, WMA, EC
- Tracy Jensen, **WMA 2nd Vice President**
City of Alameda, WMA, EC, RB
- David Haubert, **EC President**
County of Alameda, WMA, EC
- Michael Hannon, **EC 1st Vice President**
City of Newark, WMA, EC
- David Mourra, **EC 2nd Vice President**
City of Emeryville, WMA, EC, RB
- Dan Kalb, **RB President**
City of Oakland, WMA, EC, RB
- Eric Havel, **RB 1st Vice President**
Environmental Educator, RB
- Jeff Wang, **RB 2nd Vice President**
City of Union City, WMA, EC, RB
- Jennifer Hansen-Romero, City of Albany, WMA, EC
- Susan Wengraf, City of Berkeley, WMA, EC
- Dave Sadoff, Castro Valley Sanitary District, WMA
- Melissa Hernandez, City of Dublin, WMA, EC
- Yang Shao, City of Fremont, WMA, EC
- Shelia Young, Oro Loma Sanitary District, WMA
- Jennifer Cavanaugh, City of Piedmont, WMA, EC
- Jack Balch, City of Pleasanton, WMA, EC
- Fred Simon, City of San Leandro, WMA, EC, RB
- Darby Hoover, Environmental Organization, RB
- Chiman Lee, Recycling Programs, RB
- Grace Liao, Source Reduction Specialist, RB
- Laura McKaughan, Recycling Materials Processing Industry, RB
- Vacant, Solid Waste Industry Representative, RB

Timothy Burroughs, Executive Director

AGENDA

**JOINT MEETING OF THE
ALAMEDA COUNTY WASTE
MANAGEMENT
AUTHORITY BOARD (WMA),
THE ENERGY COUNCIL (EC)**

**AND
THE SOURCE REDUCTION AND
RECYCLING BOARD (RB)**

Wednesday, April 24, 2024

3:00 P.M.

**IN-PERSON MEETING LOCATION
STOPWASTE BOARD ROOM
1537 WEBSTER STREET, OAKLAND, CA**

This meeting will be conducted in a hybrid model with both In-person attendance and teleconference participation:

- | | |
|-----------------------------|---|
| Teleconference location #1 | 1404 Le Roy Ave., Berkeley, CA |
| Teleconference location #2 | 2735 Park Blvd, Oakland, CA |
| Teleconference location #3 | 118 Glashaus Loop, Emeryville, CA |
| Teleconference location #4 | Marina Community Center Lobby, 15301 Wicks Blvd, San Leandro, CA |
| Teleconference location #5 | Scott Haggerty Heritage House, 4501 Pleasanton Ave., Pleasanton, CA |
| Teleconference location #6 | 30587 Huntwood Ave., Hayward, CA |
| Teleconference location #7 | 1534 Ashby Ave., Berkeley, CA |
| Teleconference location #8 | David W. Smith City Hall, 37101 Newark Blvd, Conf Rm. 5, Newark, CA |
| Teleconference location #9 | 3300 Capitol Ave. Building 1, Fremont, CA |
| Teleconference location #10 | Balch Enterprises, Inc., 30960 Huntwood Ave., Hayward, CA |
| Teleconference location #11 | 14751 Pansy St., San Leandro, CA |

Members of the public may attend in person at the Board Room or the addresses listed above or by:

1. Calling US+1 669 900 6833 and using the Webinar ID 823 9670 5631
2. Using the [Zoom](#) website or App and entering meeting code 823 9670 5631

During the meeting the chair will explain the process for members of the public to be recognized to offer public comment. The process will be described on the StopWaste website at <http://www.stopwaste.org/virtual-meetings> no later than noon, Wednesday, April 24, 2024. The public may also comment by sending an e-mail to publiccomment@stopwaste.org. Written public comment will be accepted until 3:00 p.m. on the day prior to the scheduled meeting. Copies of all written comments submitted by the deadline above will be provided to each Board Member and will be added to the official record. Comments will not be read into the record.

In accordance with the Americans with Disabilities Act, if you need assistance to participate in this meeting due to a disability, please contact the Clerk of the Board at (510) 891-6517. Notification 24 hours prior to the meeting will enable the agency to make reasonable arrangements to ensure accessibility to this meeting.

AGENDA

I. CALL TO ORDER

II. ROLL CALL OF ATTENDANCE

III. ANNOUNCEMENTS BY PRESIDENTS - *(Members are asked to please advise the boards or the council if you might need to leave before action items are completed)*

IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR

An opportunity is provided for any member of the public wishing to speak on any matter within the jurisdiction of the boards or council, but not listed on the agenda. Total time limit of 30 minutes with each speaker limited to three minutes unless a shorter period of time is set by the President.

Page **V. CONSENT CALENDAR** - The Consent Calendar contains routine items of business. Items in this section will be acted on in one motion for both the WMA & EC, unless removed by a member of either Board. Members of the WMA who are not members of the EC will vote as part of the consent calendar vote, but their votes will not be considered in connection with any EC items. Members of the RB will vote on their items separately. Any member of the public may speak on an item on the Consent Calendar at this time. Public Speakers are limited to three (3) minutes.

1 **1. Approval of the Draft WMA & EC Minutes of March 27, 2024 (WMA/EC only)**

9 **2. Approval of the Draft PC & RB Minutes of March 14, 2024 (RB only)**

11 **3. Recycling Board Attendance Record (RB only)**

13 **4. Written Report of Ex Parte Communications (RB only)**

VI. REGULAR CALENDAR

15 **1. Draft Fiscal Year 2025 Agency Budget (Timothy Burroughs & Pat Cabrera)**

 This item is for information only.

97 **2. Household Hazardous Waste (HHW) Collection and Disposal Fee Ordinance Changes (Pat Cabrera) (WMA only)**

 Staff recommends that, following the public hearing, the WMA Board introduce and waive the first reading of the attached ordinance and direct staff to place it on the consent calendar for adoption at the next regular meeting of the Board. Ordinance 2024-01 will make minor revisions to Ordinance 2014-01 as amended by replacing the two-year fund balance requirement with a requirement to retain sufficient funds as determined by the Board. The Ordinance will not amend the fee cap.

101 **3. Public Hearing and Annual Adoption of Fee Collection Report for Household Hazardous Waste Fee (Pat Cabrera)**

 That the WMA Board hold a public hearing on the Fee Collection Report and approve by resolution the Fee Collection Report for FY 2025.

4. Interim appointment(s) to the Recycling Board for WMA appointee unable to attend future Board Meeting(s) (Arliss Dunn) (WMA only)

(Planning Committee and Recycling Board meeting on May 9, 2024 at 6:00 p.m. The meeting will be held at Dublin Civic Center – Bray Community Room, 100 Civic Plaza, Dublin, CA)

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

VIII. ADJOURNMENT TO: WMA & EC MEETING, MAY 22, 2024 AT 3:00 P.M.

 PC & RB MEETING, MAY 9, 2024 AT 6:00 P.M.

**MINUTES OF THE MEETING OF THE
ALAMEDA COUNTY WASTE MANAGEMENT
AUTHORITY BOARD (WMA)
AND
ENERGY COUNCIL (EC)**

**Wednesday, March 27, 2024
3:00 P.M.**

***IN PERSON MEETING LOCATION:
STOPWASTE BOARD ROOM
1537 WEBSTER STREET, OAKLAND, CA***

I. CALL TO ORDER

President Carling called the meeting to order at 3:00 p.m. Timothy Burroughs explained the process that would be utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#).

II. ROLL CALL OF ATTENDANCE

WMA & EC

| | |
|---------------------------------|---------------------------------------|
| County of Alameda | David Haubert, WMA, EC (EC President) |
| City of Alameda | Tracy Jensen, WMA, EC |
| City of Albany | Jennifer Hansen-Romero, WMA, EC |
| City of Berkeley | Susan Wengraf, WMA, EC |
| Castro Valley Sanitary District | Danny Akagi, WMA (alternate) |
| City of Dublin | Melissa Hernandez, WMA, EC |
| City of Emeryville | David Mourra, WMA, EC |
| City of Fremont | Yang Shao, WMA, EC |
| City of Hayward | Francisco Zermeño, WMA, EC |
| City of Livermore | Bob Carling, WMA, EC (WMA President) |
| City of Newark | Mike Hannon, WMA, EC |
| City of Oakland | Dan Kalb, WMA, EC |
| Oro Loma Sanitary District | Shelia Young, WMA |
| City of Piedmont | Jen Cavanaugh, WMA, EC |
| City of Pleasanton | Valerie Arkin, WMA, EC (alternate) |
| City of San Leandro | Fred Simon, WMA, EC |
| City of Union City | Jeff Wang, WMA, EC |

Staff Participating

Timothy Burroughs, Executive Director
Pat Cabrera, Administrative Services Director
Alma Freeman, Communications Manager
Justin Lehrer, Operations Manager
Nisha Patel, Management Analyst
Jennifer West, Program Manager
Arliss Dunn, Clerk of the Board
Deborah Miller, WMA Legal Counsel

Others Participating

Bruce Fritz, Alameda County HHW
Kathy Cote, City of Fremont
Priscilla Quiroz, Shaw, Yoder, Antwih, Schmelzer & Lange

III. ANNOUNCEMENTS BY PRESIDENTS

There were none.

IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR

There were no public comments. Staff received an email from Mr. Kumar Shah. It was received after the deadline for written public comments to be submitted for this meeting, but the comment will be added to the minutes as a matter of public record.

V. CONSENT CALENDAR

1. Approval of the Draft WMA & EC Minutes of February 28, 2024

There were no public comments for the Consent Calendar. Board member Zermeño moved approval of the Consent Calendar. Board member Wang seconded, and the motion carried:

The Clerk called the roll: WMA Vote: 19-0 and EC Vote: 19-0.

(Ayes: Akagi, Carling, Cavanaugh, Hannon, Haubert, Hernandez, Jensen, Kalb, Mourra, Shao, Simon, Wang, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Hansen-Romero)

VI. REGULAR CALENDAR

1. StopWaste Building Rooftop Heat Pump HVAC Upgrade (Ben Cooper)

That the WMA Board authorize the Executive Director to enter into a construction contract with American Mechanical, Inc. to install new heat pump HVAC and hot water equipment at the Agency office located at 1537 Webster Street, Oakland, CA 94612.

Timothy Burroughs introduced the item. Ben Cooper provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and the presentation is available here: [HVAC-memo.pdf](#). Mr. Cooper stated that the current rooftop HVAC equipment and gas hot water heater were installed in 2007 and are incurring increased maintenance costs. The WMA put out a formal and public request for proposals (RFP) to replace the rooftop HVAC units and the water heater in February and received four bids. American Mechanical, Inc (AMI), was the lowest and most responsive bidder. Staff requested the WMA Board to authorize the Executive Director to enter into a construction contract with AMI. Additional time was provided to the Board for discussion and clarifying questions. An audio link to the discussion is available here: [HVAC-Discussion](#).

There were no public comments on this item. President Carling thanked staff for the presentation. Board member Zermeño moved approval of the staff recommendation, and Board member Young seconded. The motion carried 19-0. The Clerk called the roll:

(Ayes: Akagi, Carling, Cavanaugh, Hannon, Haubert, Hernandez, Jensen, Kalb, Mourra, Shao, Simon, Wang, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Hansen-Romero)

2. Household Hazardous Waste (HHW) Program and Fee Analysis (Pat Cabrera)

That the WMA Board approve the annual HHW disposal and collection fee of \$7.80 per residential unit for the five years beginning in FY 2025 and direct staff to present the Board with an ordinance to remove the fund balance requirement and negotiate amendments to the MOUs with the County and City of Fremont based on maintaining the same level of service through FY 2029.

Timothy Burroughs introduced the item. Pat Cabrera provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and the presentation is available here: [HHW-Fee-memo.pdf](#). Bruce Fritz, Alameda County HHW Program Manager, was present to answer any questions. Ms. Cabrera stated that as required by the HHW fee ordinance, a funding analysis was conducted to determine if the HHW fee needs to be revised beginning in FY 2025. Ms. Cabrera provided the results of this analysis with the recommendation that the WMA board set the HHW fee at \$7.80 per year

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per residential unit. The annual fee would remain the same for the next five years. Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [HHW-Fee-Discussion](#).

Kathy Cote, Environmental Services Manager for the City of Fremont, expressed her support for the staff recommendation to continue the same level of services for the next five years. There were no public comments for this item. President Carling thanked staff for the presentation.

Board member Jensen moved approval of the staff recommendation, and Board member Kalb seconded. The motion carried 19-0. The Clerk called the roll:

The Clerk called the roll: WMA Vote: 19-0 and EC Vote: 19-0.

(Ayes: Akagi, Carling, Cavanaugh, Hannon, Haubert, Hernandez, Jensen, Kalb, Mourra, Shao, Simon, Wang, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Hansen-Romero)

3. Legislative Positions for 2024 (Jennifer West)

Staff recommend that the Boards adopt the stated positions on the bills listed in the staff report.

Timothy Burroughs introduced the item. Jennifer West provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and the presentation is available here: [Leg-Update-memo.pdf](#). Priscilla Quiroz, Agency Lobbyist, was present for questions. Ms. West provided an update on the current legislative cycle as it relates to the five legislative priorities adopted by the Boards in January and recommended that the Boards adopt the stated positions on the bills listed in the staff report. Additional time was provided to the Boards for discussion and for clarifying questions. An audio link to the discussion is available here: [Leg-Update-Discussion](#). There were no public comments for this item. President Carling thanked Ms. West for a very complete and informative report.

Board member Kalb moved approval of the staff recommendation that the Boards adopt the stated positions listed in the staff report, and Board member Zermeño seconded. The motion carried:

The Clerk called the roll: WMA Vote: 20-0 and EC Vote: 20-0.

(Ayes: Akagi, Carling, Cavanaugh, Hannon, Hansen-Romero, Haubert, Hernandez, Jensen, Kalb, Mourra, Shao, Simon, Wang, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: None)

4. Interim appointment(s) to the Recycling Board for WMA appointee unable to attend future Board Meeting(s) (Arliss Dunn) (WMA only)

(Joint meeting of the WMA Board, Energy Council, and Planning Committee & Recycling Board on Wednesday, April 24, 2024 at 3:00 p.m. The meeting will be held at StopWaste, 1537 Webster Street, Oakland, CA)

There were no requests for an interim appointment.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Mr. Burroughs announced that the monthly topic brief highlights tips for sustainable spring cleaning. A link to the topic brief is available [here](#).

Board member Zermeño announced the City of Hayward's Annual Citywide Clean-Up and Community Fair will take place on Saturday, April 20, 2024 from 8:30 a.m. – 1:00 p.m. All are invited to attend.

Board member Young informed the Board that Arthur Boone, former Recycling Board member, is very ill and to keep him in our thoughts. Board members may contact her if they would like to reach out to his family.

VIII. ADJOURNMENT – TO JOINT WMA, EC, AND PC&RB MEETING ON APRIL 24, 2024 at 3:00 P.M.

The meeting was adjourned at 5:10 P.M.

Arliss Dunn

Subject: FW: StopWaste RFQ Bid Protest / Appeals Process

From: Kumar Shah <kumar@yopronto.com>

Sent: Tuesday, March 26, 2024 3:23 PM

To: David Haubert <david.haubert@acgov.org>

Cc: Jack Balch <jbalch@cityofpleasantonca.gov>; Bob Carling <rwcaring@cityoflivermore.net>; Jen Cavanaugh <jcavanaugh@piedmont.ca.gov>; Michael Hannon <mike.hannon@newark.org>; Jennifer Hansen-Romero <jhansen-romero@albanyca.org>; Melissa Hernandez <melissa.hernandez@dublin.ca.gov>; Tracy Jensen <tjensen@alamedaca.gov>; Dan Kalb <dkalb@oaklandca.gov>; David Mourra <david.mourra@emeryville.org>; David Sadoff <dsadoff@cvsan.org>; Yang Shao <yshao@fremont.gov>; Fred Simon <fsimon@sanleandro.org>; Jeff Wang <JeffWang@unioncity.org>; swengraf@CityofBerkeley.info; syoung@oroloma.org; Francisco Zermeño <francisco.zermeño@hayward-ca.gov>; Timothy Burroughs <tburroughs@stopwaste.org>; Pat Cabrera <pcabrera@stopwaste.org>; Angelina Vergara <AVergara@stopwaste.org>; Arielle Conway <aconway@stopwaste.org>; Kumar Shah <kumar@yopronto.com>

Subject: StopWaste RFQ Bid Protest / Appeals Process

Importance: High

ACWMA Board,

Re : StopWaste RFQ Bid Protest / Appeals Process

We wish to bring to the attention of the ACWMA Board of Directors the matter of StopWaste RFQ for Transportation Services.

I am the President and CEO of Accelar, Inc. DBA Pronto Corporation. In 2016, we were awarded the contract for School / Student Transportation Services for the StopWaste Transfer Station tours offered to Middle / High Schools in Alameda County. The contract was renewed again in 2021, 2022 and 2023. We successfully operated more than 820 trips during this period from 2016 to 2024.

The StopWaste agency had issued an RFQ for transportation services in September 2023 for the new term starting 2024. We were one of three vendors who responded to the RFQ. There were several irregularities that we found with the RFQ process and how it was conducted. Since late 2023, we have reached out to the RFQ evaluation team, Administrative Services Director and most recently with Executive Director and shared with them our issues and concerns with the process. In February, we submitted our Bid Protest and Appeal with the request for information on how the Agency intends to handle the protest and the appeal.

The agency - Administrative Services Director and Executive Director – have indicated:

- a) The Agency does not have a Bid Protest and Appeals process,
- b) They have not indicated how they intend to remedy this hole in the requirements every public agency is required to meet to comply with Federal, State and County regulations, and
- c) They will not be taking any further action to respond to our bid protest and appeal and they had awarded the contract and they are proceeding with it.

I pointed out to them Alameda County has Bid Protest / Appeals Process in place as evidenced by the following posting on the County website:

Bid Protest/Appeals Process

Learn how to protest or appeal an award

GSA-Procurement prides itself on the establishment of fair and competitive contracting procedures and the commitment made to following those procedures.

In the event bidders wish to protest the bid process or appeal the recommendation to award a contract, a protest process is available.

Each solicitation (RFP or RFQ) contains instructions regarding protesting the award of a contract. Please refer to the RFP or RFQ for details.

For Additional Assistance

For questions, contact:

GSA Procurement & Support Services
Phone: (510) 208-9600

We have been providing our services in the States of California and Nevada and have worked with numerous public agencies and have been awarded contracts for transportation services by a number of public agencies. There is not a single public agency that does not have a Bid Protest and Appeals Process and Policy in place.

Below is the email I had sent to the Executive Director of StopWaste on 03/25, once again, highlighting all the issues with the StopWaste Transportation RFQ process:

Timothy,

We have reviewed your response below and all the email correspondence related to the RFQ. Our concerns and issues with the RFQ process still remain for the reasons we have already shared with you in detail and as summarized below:

- a) ***Evaluation criteria:***
 - a. *The objective criteria for the vendor selection were not specified in the RFQ*
 - b. *The assessment / evaluation of the RFQ responses was subjective and qualitative and in our opinion and assessment it was biased*
 - c. *We remain steadfast in our belief that we are the most qualified respondent. There is nothing in your evaluation that suggests otherwise and our exemplary track record of success in running and managing the transportation program for StopWaste for the past 7+ years is clear evidence of the same.*
 - d. *The rates we have offered are significantly better than the rates offered by Royal Coach*
 - e. *Royal Coach did not meet the mandatory requirements specified in the RFQ of on the list of approved vendors for all the school districts in Alameda County as of September 2023*

- f. *While the evaluation team ignored this mandatory requirement, they gave considerable weightage to Desired Qualifications of operating Electric Vehicles (EV's) even though they did not have ANY pricing / rate information from Royal Coach or any other vendor*
- g. *The desired qualification of operating EV's was stated to demonstrate StopWaste's commitment to being environment-friendly and yet the team completely ignored the fact that Royal Coach is 33 miles away and hence would be consuming more fuel in traveling back and forth from their base to StopWaste location than the fuel required to operate the StopWaste trip.*
- b) **RFQ Process:** *The process has been flawed and does not meet the key requirements that every public agency -whether you are part of Alameda County or not – must meet and adhere to:*
 - a. *The objective criteria for evaluation are specified and communicated to all the vendors upfront*
 - b. *The evaluation of the responses is shared with all the respondents*
 - c. *Notice of intent to award the contract to a respondent is communicated to all the respondents along with the instructions for a respondent to appeal such an award or file an objection*
 - d. *The appeal / objection / protest process is clearly communicated to the respondents in the RFQ and as a matter of policy much like Alameda County does explicitly and clearly on the county website.*
 - e. *The agency awarded the contract to Royal Coach without notifying any of the respondents even though we had requested an update from the agency numerous times*
 - f. *The agency has ignored the official appeal we have submitted to the agency against its evaluation process and objection and protest against the award of the contract*
- c) *Your review of the evaluation of the RFQ responses, too, is biased and an intent to merely echo your team's evaluation. There are reasons why any objection raised by a respondent and appeal filed by a respondent is reviewed by an Independent agency.*
- d) *Even after months of going back and forth with you all, you have failed to provide the details of your appeal process to respond to our objections and the protest against the award of the contract*

If you wish to share with us the details of appointment of an independent agency to review the RFQ process and to respond to our objection, appeal and protest please do so. I am assuming at this point that you have no intention of doing so since you have ignored multiple requests we have submitted to you over the past 2+ months.

We are proceeding with our plan to submit our objections, appeal and protest to the appropriate authorities within the County.

*Best regards,
Kumar*

I have also attached for your reference the Protest Letter and Appeal we had submitted to the Administrative Services Director and Executive Director on 02-14-2024.

We have been working very patiently with the StopWaste team for the past several months, but it is clear that our Bid protest and Appeal will not be heard / responded to by them.

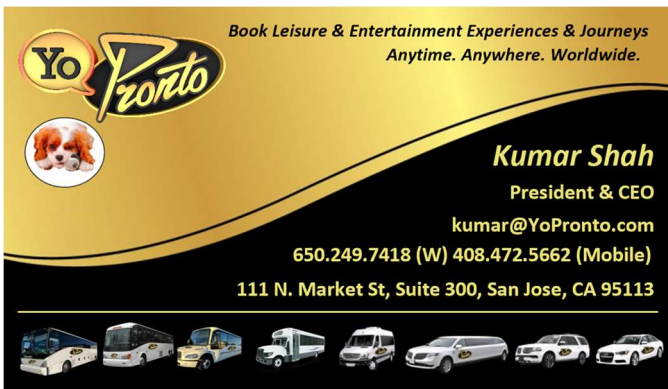
I request the ACWMA Board to:

- a) Acknowledge and accept our Bid Protest and Appeal for the StopWaste Transportation RFQ

- b) Appoint an independent agency / personnel to review the StopWaste Transportation RFQ process, the proposals received and determine the respondent who should be awarded the contract based on OBJECTIVE criteria
- c) Work with the Agency to implement a more rigorous bid process – including the remedy to address irregularities through a Bid Protest and Appeals process to comply with the Federal, State and County regulations

We request the WMA Board to address this matter this during the WMA Board Meeting on Wednesday, March 27th, or in a separate forum / venue suggested by the ACWMA Board. I'm ready, willing and able to participate in the meeting and answer / respond to any questions.

Best regards,
Kumar Shah



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

Thursday, March 14, 2024

4:00 P.M.

***IN PERSON MEETING LOCATION:
STOPWASTE BOARD ROOM
1537 WEBSTER STREET, OAKLAND, CA***

I. CALL TO ORDER

First Vice President Havel called the meeting to order at 4:00 p.m. Timothy Burroughs explained the process that would be utilized during the meeting. A link to the process is available here: [Virtual-Meetings- Instructions](#). Mr. Burroughs announced that Board member Talia Wise, serving in the category of Solid Waste Industry Representative, is no longer employed with Waste Management and will therefore no longer serve on the Recycling Board. Mr. Burroughs acknowledged her service and extended best wishes in her future endeavors.

II. ROLL CALL OF ATTENDANCE

Eric Havel, Environmental Educator
Darby Hoover, Environmental Organization
Tracy Jensen, ACWMA
Chiman Lee, Recycling Programs
Grace Liao, Source Reduction Specialist
Laura McKaughan, Recycling Materials Processing Industry
David Mourra, ACWMA
Fred Simon, ACWMA
Jeff Wang, ACWMA
Shelia Young, ACWMA (alternate)
Vacant, Solid Waste Industry Representative

Staff Present:

Timothy Burroughs, Executive Director
Alma Freeman, Communications Manager
Justin Lehrer, Operations Manager
Pat Cabrera, Administrative Services Director
Nisha Patel, Management Analyst
Arliss Dunn, Clerk of the Board
Farand Kan, Deputy County Counsel

III. ANNOUNCEMENTS BY THE PRESIDENT

There were none.

IV. OPEN PUBLIC COMMENT

There were none.

V. CONSENT CALENDAR

- 1. Approval of the Draft PC & RB Minutes of March 14, 2024**
- 2. Board Attendance Record**
- 3. Written Report of Ex Parte Communication**

There were no public comments for the Consent Calendar. Board member McKaughan moved for approval of the Consent Calendar. Board member Jensen seconded, and the motion carried 9-0-1. The Clerk called the roll:

(Ayes: Havel, Hoover, Jensen, Lee, Liao, McKaughan, Mourra, Simon, Wang, Nays: None. Abstain: Young. Absent: None).

VI. REGULAR CALENDAR

- 1. Multi-Year Fiscal Forecast (Pat Cabrera)**

This item is for information only. Staff will continue to prepare and present annual fiscal forecasts using these forecasting models and advise the Boards of any changes in disposal trends which would require significant changes to Agency expenditures and/or revenues.

Mr. Burroughs introduced the item. Pat Cabrera provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and the presentation is available here: [Fiscal-Forecast-Update-memo.pdf](#). Ms. Cabrera presented an overview of the latest analysis and annual fiscal forecast. The analysis focused on the Agency's fee-based revenue structure and projected expenditures. Ms. Cabrera informed the Board that staff will continue to prepare and present annual fiscal forecasts using these forecasting models and advise the Boards of any changes in disposal trends which would require significant changes to Agency expenditures and/or revenues. Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [Fiscal-Forecast-Discussion](#).

There were no public comments for this item. Board member Jensen remarked that it is refreshing to have a budget that is in such positive territory. First Vice President Havel thanked Ms. Cabrera for the presentation.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Mr. Burroughs announced that we now have a vacancy on the Recycling Board representing the solid waste industry. We have posted the notice on our website. and Mr. Burroughs said he would send that link to the Board to disseminate.

Mr. Burroughs announced that the school's team would be hosting an open house at the Education Center at the Davis Street Transfer Station on March 20 from 11 a.m. to 2:30 p.m. Participants will be able to take a look at projects that are developed by youth related to climate action as well as some activities related to food waste prevention and worm composting.

First Vice President Havel announced an upcoming event supported by StopWaste held on Monday March 25 at the Chabot Space and Science Center entitled the Bay Area Climate Literacy Exchange. The event will focus on the climate literacy work of three school districts: Fremont Unified, Oakland Unified, and Berkeley Unified. Mr. Havel invited all to attend.

VIII. ADJOURNMENT – TO JOINT WMA, EC, AND PC&RB MEETING – APRIL 24, 2024 AT 3:00 P.M.

The meeting was adjourned at 4:42 p.m.

2024 - ALAMEDA COUNTY RECYCLING BOARD ATTENDANCE

| | J | F | M | A | M | J | J | A | S | O | N | D |
|---------------------------|---|---|---|---|---|---|---|---|---|---|---|---|
| REGULAR MEMBERS | | | | | | | | | | | | |
| E. Havel | X | A | X | | | | | | | | | |
| D. Hoover | X | X | X | | | | | | | | | |
| T. Jensen | X | X | X | | | | | | | | | |
| D. Kalb | X | X | I | | | | | | | | | |
| C. Lee | X | A | X | | | | | | | | | |
| G. Liao | X | X | X | | | | | | | | | |
| L. McKaughan | X | X | X | | | | | | | | | |
| D. Mourra | X | X | X | | | | | | | | | |
| F. Simon | X | X | X | | | | | | | | | |
| J. Wang | X | X | X | | | | | | | | | |
| T. Wise | X | A | | | | | | | | | | |
| INTERIM APPOINTEES | | | | | | | | | | | | |
| S. Young | | | X | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |

Measure D: Subsection 64.130, F: Recycling Board members shall attend at least three fourths (3/4) of the regular meetings within a given calendar year. At such time, as a member has been absent from more than one fourth (1/4) of the regular meetings in a calendar year, or from two (2) consecutive such meetings, her or his seat on the Recycling Board shall be considered vacant.

X=Attended

A=Absent

I=Absent - Interim Appointed

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DATE: April 24, 2024
TO: Recycling Board
FROM: Timothy Burroughs, Executive Director
SUBJECT: Written Reports of Ex Parte Communications

BACKGROUND

Section 64.130 (Q)(1)(b) of the Alameda County Charter requires that full written disclosure of ex parte communications be entered in the Recycling Board's official record. At the June 19, 1991 meeting of the Recycling Board, the Board approved the recommendation of Legal Counsel that such reports be placed on the consent calendar as a way of entering them into the Board's official record. The Board at that time also requested that staff develop a standard form for the reporting of such communications. A standard form for the reporting of ex parte communications has since been developed and distributed to Board members.

At the December 9, 1999 meeting of the Recycling Board, the Board adopted the following language:

Ex parte communication report forms should be submitted only for ex parte communications that are made after the matter has been put on the Recycling Board's agenda, giving as much public notice as possible.

Per the previously adopted policy, all such reports received will be placed on the consent calendar of the next regularly scheduled Recycling Board meeting.

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DATE: April 24, 2024

TO: Waste Management Authority Board (WMA)
Recycling Board (RB)
Energy Council (EC)

FROM: Timothy Burroughs, Executive Director
Pat Cabrera, Administrative Services Director

SUBJECT: Draft Fiscal Year 2025 Agency Budget

SUMMARY

This memo transmits the draft FY 25 Agency Budget, which includes appropriations by the WMA, RB, and EC totaling approximately \$37.6 million. The Agency’s discretionary budget (similar to a general fund) is \$12.6 million, funded primarily by tonnage fee revenue (see discussion of Agency revenue starting on p. II-3 of the Budget document). Discretionary fund balances and reserves are projected to total \$20.9 million at the end of fiscal year FY 25, which, based on the Agency’s annual fiscal forecast, represents an appropriate level of contingency funding to support advancing our mission today while also providing the means to plan for future needs.

The proposed discretionary budget is approximately \$621,000 less than the current year’s discretionary budget, demonstrating the Agency’s fiscal prudence while delivering high quality programs for communities in Alameda County.

This draft budget reflects our long-term commitment to advancing environmental sustainability and a healthy local economy. The budget includes investments in programs to advance circular economy solutions and upstream waste prevention, strengthen community food systems, accelerate innovation in our local construction sector and promote energy efficiency. The Agency is well-staffed and is in a strong financial position to support our member agencies in ways that benefit the environment and the communities we serve.

The “overview” section of the attached draft budget (see p. I-1) provides a high-level summary of our Agency’s approach to our work, main funding sources, and focus areas for FY 25. Staff will provide a presentation of the proposed budget at the April 24 joint meeting. Adoption of the budget is scheduled for the May 9 Recycling Board meeting and May 22 WMA/Energy Council meeting.

RECOMMENDATION

This item is for information only.

Attachment: Draft Annual Budget – FY 25

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STOP WASTE

DRAFT Annual Budget Fiscal Year 2025



BOARD MEMBER ROSTER

WASTE MANAGEMENT AUTHORITY (ACWMA)

| | |
|---|---|
| County of Alameda | David Haubert |
| City of Alameda | Tracy Jensen, Second Vice President |
| City of Albany | Jennifer Hansen-Romero |
| City of Berkeley | Susan Wengraf |
| Castro Valley Sanitary District | Dave Sadoff |
| City of Dublin | Melissa Hernandez |
| City of Emeryville | David Mourra |
| City of Fremont | Yang Shao |
| City of Hayward | Francisco Zermeño, First Vice President |
| City of Livermore | Bob Carling, President |
| City of Newark | Mike Hannon |
| City of Oakland | Dan Kalb |
| Oro Loma Sanitary District | Shelia Young |
| City of Piedmont | Jennifer Cavenaugh |
| City of Pleasanton | Jack Balch |
| City of San Leandro | Fred Simon |
| City of Union City | Jeff Wang |

SOURCE REDUCTION AND RECYCLING BOARD

| | |
|---|----------------------------------|
| Environmental Organization Representative | Darby Hoover |
| Environmental Educator | Eric Havel, First Vice President |
| Recycling Materials Processing Industry | Laura McKaughan |
| Recycling Programs | Chiman Lee |
| Solid Waste Industry Representative | Vacant |
| Source Reduction Specialist | Grace Liao |
| ACWMA | Tracy Jensen |
| ACWMA | Dan Kalb, President |
| ACWMA | David Mourra |
| ACWMA | Fred Simon |
| ACWMA | Jeff Wang, Second Vice President |

ENERGY COUNCIL

| | |
|-------------------------------|-------------------------------------|
| County of Alameda | David Haubert, President |
| City of Alameda | Tracy Jensen |
| City of Albany | Jennifer Hansen-Romero |
| City of Berkeley | Susan Wengraf |
| City of Dublin | Melissa Hernandez |
| City of Emeryville | David Mourra, Second Vice President |
| City of Fremont | Yang Shao |
| City of Hayward | Francisco Zermeño |
| City of Livermore | Bob Carling |
| City of Newark | Mike Hannon, First Vice President |
| City of Oakland | Dan Kalb |
| City of Piedmont | Jennifer Cavenaugh |
| City of Pleasanton | Jack Balch |
| City of San Leandro | Fred Simon |
| City of Union City | Jeff Wang |

TRANSMITTAL LETTER

Board Members, Partners, and Community Members:

I am honored to present the StopWaste budget for fiscal year 2025, which reflects our Agency's solid financial position and lasting commitment to advancing environmental sustainability and a healthy local economy in which communities thrive in harmony with our natural ecosystems.

Our Agency's budget this year demonstrates strategic emphasis on three key focus areas: waste prevention and material circularity, strengthening community food systems, and accelerating construction innovation and a clean energy transition in buildings. Prioritizing our time and energy on these focus areas is intentional, in large part because they are rooted in StopWaste's strengths – fostering innovation and developing strategic partnerships that benefit people and the planet. Our Agency is coming up on 50-years of existence, and in that time, we have consistently leaned into and valued our connections with local jurisdictions, small businesses, schools, and community-based organizations. It is those deep partnerships and listening to the needs of our member agencies and the communities we serve that are at the foundation of our work and that continually activate us to contribute to a more equitable and circular economy in Alameda County and beyond.

Advancing a circular economy is an important intention that threads through our Agency's three main focus areas. Circularity starts with preventing waste upstream, such as through policies that stimulate efficient design of buildings and products, that minimize wasted food, and that purposefully enable and catalyze infrastructure, systems, and industry for material reuse, repair, refill, and recycling. In this way, the value of materials is maintained as long as possible, for the benefit of communities, our local economy, and the environment. For example, in this budget you'll read about new pilot projects that are driving a shift away from single-use foodware to sustainable reusables in our schools and restaurants. You will also read about innovative ways to keep organics out of the landfill and drive new markets for compost to grow healthy food and fight climate change.

Centering equity across all areas of our programs and also internally is imperative to our mission and values. In addition to embedding equity into our program work as described throughout this budget, we are working together to develop and implement an Equity Plan to guide how we identify and work with partners, how we prioritize and evaluate our programs, and how we show up in our communities. This work is continual, and StopWaste is invested in this commitment on behalf of our partners and the communities we collectively serve.

Our work is guided by our Boards, who are made up of an inspiring group of thoughtful and visionary leaders from throughout Alameda County. To all our board members, your guidance and support of our mission is much appreciated. Our work is operationalized and implemented by my colleagues, who have deep love for the people and places in Alameda County and show it through their dedication, hard work, and expertise, all of which is reflected in this budget.



Timothy Burroughs, Executive Director

ACKNOWLEDGMENTS - FY 2025 INTEGRATED BUDGET

SUBMITTED BY:

Timothy Burroughs, Executive Director
Pat Cabrera, Administrative Services Director

FINANCIAL INFORMATION PREPARED BY:

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DOCUMENT PREPARED BY:

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Chris Ross, Graphic Designer/Developer



StopWaste staff, April 2025

This budget reflects the hard work of every team member,
and they all deserve recognition and gratitude for their efforts.

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I. OVERVIEW

I. OVERVIEW

StopWaste is a public agency committed to advancing environmental sustainability and building healthy, equitable, climate resilient communities in Alameda County. Formed in 1976, StopWaste works on behalf of 17 member agencies, serving the 1.7 million residents of Alameda County. We're governed by the Alameda County Waste Management Authority, the Alameda County Source Reduction and Recycling Board, and the Energy Council.

By partnering with non-profits, businesses, schools, and local governments in the communities we serve, our efforts are amplified and better tied to community needs in one of the most diverse and dynamic counties in the country.

OUR VISION

An Alameda County in which people thrive and are resilient and empowered to utilize resources and energy in ways that are good for the health of our communities, our local economy, and the planet.

OVERARCHING GOALS

Rooted in our core mission and vision, we use these long-term goals to help shape our strategy and programming. Across each of these goals, we engage partners and community at the local, regional, and state levels to maximize our impact.



Healthy Local Food System

A healthy, equitable food system that minimizes food loss and waste, while prioritizing soil health, local livelihoods, and community access to nutritious food.

Thriving Circular Economy

An equitable, flourishing circular economy that enables easy and affordable access to repair, reuse, and refill services designed to prevent waste, and a recycling and composting system that contributes to material circularity in ways that are good for people and the planet.

Innovative Bay Area Construction Sector

A Bay Area construction sector that advances energy and resource efficiency in the built environment to prevent waste, fight climate change, and improve the health of our communities.

OUR APPROACH

Our commitment to advancing environmental sustainability and resource management continually evolves to meet the needs of the diverse communities we serve while elevating our local economy.

This year we are continuing to undergo a strategic planning process, which focuses on waste prevention and fostering a circular economy, driving innovation and material reuse in the construction sector, and nurturing a vibrant local food system. Through intentional partnerships and program design, our Agency is prioritizing keeping materials in circulation and advocating for systems and structures that generate environmental, economic, and community health benefits.

Our strategy in how we design our programs is guided by the understanding that fostering equity and care for the environment are imperative for building sustainable communities. Our budget reflects our commitment to these imperatives and is grounded in our unique approach toward cultivating environmental stewardship, developing partnerships, and fostering innovation.

Throughout our history we've relied on the expertise of our staff and strong partnerships with local governments, schools, businesses, non-profits, and communities to achieve our mission.

OUR FUNDING

Our funding comes from a variety of landfill tonnage-based fees and grants that we receive. Detailed numbers are provided in Section II.

| Discretionary Revenue | Grant & Contracts Revenue (External) | Non-Discretionary Revenue (Pass Through) |
|--|---|---|
| Projects in this category are similar to a city's general fund in that our Boards have the most discretion over how these resources are allocated. | These projects are funded by federal, state, and regional grants and are a primary source of funding for the Agency's energy efficiency and electrification projects. | Distributed to member agencies under mandated Measure D formulas for spending on waste prevention related activities. Also funds operation of the Household Hazardous Waste facilities. |
| \$11.1 million | \$11.3 million | \$12.8 million |

Total Annual Revenue (\$35.2 million)

Our wide-ranging programs and services stretch across multiple projects and include:



Grant Funding

Policy Leadership & Development



Public Outreach & Environmental Education

Incentive & Rebate Programs



Waste Prevention Technical Assistance

Community Engagement & Partnerships



Circular Economy Infrastructure & Pilot Projects

PROGRAMMATIC THEMES

Our programmatic focus areas described below are designed to allow staff to work collaboratively across all our projects in pursuit of our shared mission and overarching goals. Fundamental to all our programs is supporting our member agencies to help advance their goals.

ADVANCING WASTE PREVENTION & MATERIAL CIRCULARITY

Programs in this area address solutions to reduce the volume of materials entering our communities, minimize our economy's reliance on finite resources, and bolster regional supply chains and markets for recirculated materials. This includes upstream waste prevention and outreach, infrastructure development for activities such as reuse and repair, and market development for recirculated materials and resources. Focus areas involve accelerating reusable foodware systems, creating diverse markets for compost, advancing policy and infrastructure that fosters reuse, repair, and redistribution of materials, outreach and education, and helping to improve our recycling and composting systems.

BUILDING A HEALTHY LOCAL FOOD SYSTEM

In this area, we foster partnerships and solutions to build a more resilient local food system that minimizes waste and strengthens local food supply chains, with an emphasis on engaging communities to address intersectional issues such as climate change, food insecurity, growing healthy soil and food with compost, and environmental health. Focus areas include upstream food waste prevention, outreach and climate literacy, urban farm partnerships and compost technical assistance, and food recovery and donation.

DRIVING BAY AREA CONSTRUCTION INNOVATION

These programs spur innovations in the construction sector that decrease the carbon footprint in our businesses and homes through sustainable sourcing and production of building materials and energy. Focus areas include building markets and infrastructure for low carbon building materials, investing in reuse markets, engaging in climate action planning, catalyzing green workforce opportunities, and promoting energy efficiency and electrification with an emphasis on lowering energy costs and improving public health for community members.

KEY PROGRAM ACTIVITIES

ADVANCING A CIRCULAR ECONOMY

A healthy circular economy minimizes waste and maximizes the efficiency of materials and resources by keeping them in circulation through upstream waste prevention, redesign, reuse, repair, repurposing, and recycling. Our member agencies, community partners, policymakers, businesses, and residents all play a pivotal role in shaping our local circular economy in a way that is good for communities and the environment.

Focus areas include advancing policy and infrastructure that foster reuse, repair, and redistribution of materials, creating diverse markets for compost, waste prevention outreach and education, and reducing contamination and problematic materials in our recycling and composting systems.

POLICY

Good policy drives the conditions for a circular economy and infrastructure to thrive. StopWaste engages with partners and elected officials locally and in Sacramento to advance and support legislation that has multiple benefits and addresses cross-sector issues aligned with our mission. This year’s budget reflects our increased influence and role in this arena and the ways we’re leveraging policy to accelerate the impact of our programmatic work.

The last few years have marked several significant policy advancements related to upstream waste prevention and circular economy, in particular. Below are just a few highlights.

Rulemaking is now underway for SB 54, the nation’s most comprehensive legislation that reduces dependence on single-use packaging and foodware, while shifting the cost burden of collecting, transporting, recycling, and composting materials from local jurisdictions and consumers to producers. The law requires reductions in the volume of plastic single-use packaging entering our communities and that all forms of single-use packaging sold in California be recyclable or compostable by 2032. It will also raise \$5 billion from the plastics industry over 10 years to help mitigate the impacts of plastic pollution and support communities impacted most by the effects of plastic waste and disposal.

StopWaste is playing a leadership role in this process, with our executive director representing as chair of the appointed advisory board, presenting and commenting on the regulations, and engaging with our member agencies and stakeholders to ensure that the voices and needs of local jurisdictions and communities are heard. The



SB 54 is the nation’s most comprehensive legislation aimed to cut dependence on single-use packaging and foodware.

implications of SB 54 will be wide ranging and have the potential to transform our relationship with packaging and how we manage materials.

There is also renewed policy momentum around eliminating single-use plastic bags. Our 2012 countywide bag ordinance was initially successful at reducing both paper bags and the flimsy, litter-prone plastic bags distributed at stores. However, bag distribution of both thick plastic and paper is increasing, and the number of consumers bringing their own bags remains low since the COVID pandemic. To ban film plastic shopping bags, state lawmakers recently introduced bills to amend the current state law SB 270 to remove the option to have any kind of film plastic bags, including thicker plastic bags, distributed at stores affected by the state law. StopWaste is engaging with advocacy partners like Californians Against Waste to provide input and if amended, will work with our member agencies to implement this policy to reduce bag consumption through outreach and technical assistance.

ACCELERATING INFRASTRUCTURE

An infrastructure that allows people to engage in reuse and repair activities easily and affordably is a key component of preventing waste in a circular economy. StopWaste uses a multi-faceted approach to develop more robust reuse and repair infrastructure in Alameda County including policy and ordinance development, technical assistance and grant funding, and outreach.

Reusable Foodware

Replacing single-use foodware with durable reusable alternatives is essential in preventing the waste and litter that disposables create, as well as the GHG emissions associated with resource extraction, production, and distribution of these items. Spurring the expansion of infrastructure for reusable foodware systems is an increasing priority for us this year.

Recently, we introduced a model foodware ordinance that has been a useful tool for advancing reusable foodware policy and has been shared with local government staff throughout the Bay Area, the West Coast, and communities across the country. In 2024, the City of Oakland built upon StopWaste’s model policy to develop its own reusable foodware ordinance. Berkeley is also now implementing its reusable foodware ordinance, and additional member agencies are in the early stages of considering similar policies. This year, we’ll be conducting research and stakeholder outreach to better understand infrastructure and services needed to successfully implement a reusable foodware system throughout the county.



StopWaste supports the shift away from single-use disposables toward more sustainable reusable alternatives like those pictured here.



StopWaste grantee DeliverZero just launched a new program that allows customers to order food to go in reusable containers that are then returned at the restaurant or drop-off stations.

To maximize the positive impact of any foodware policy, there must be cost-effective and equitable access to foster “norming” of reusable foodware systems for businesses and consumers. With technical assistance and grant funding, we help businesses make the switch from single-use to reusable foodware, and fund pilot projects that help businesses, schools, and non-profits incubate and scale innovative ideas to challenge a system that relies on disposables.

In addition to seeding initiatives with grant funding, we are helping nascent businesses get off the ground by connecting them with cities and local restaurants and helping to raise their visibility through outreach and marketing.

While many restaurants use reusables for dine-in customers, the backsliding effects from COVID are still visible. Through our partnership with non-profit Rethink Disposable, we’re offering food establishments the assistance and incentives they need to switch from disposables to reusables. We are ensuring that businesses and the communities they serve have equitable access to these services by prioritizing technical assistance in areas that are historically overlooked as well as increasing access to incentives for those businesses.

We are sensitive to the many challenges small businesses face, such as staffing shortages, increasing labor costs, storage, and other logistical challenges. Our grants and incentives are designed to be flexible to meet businesses where they are so that they can make the transition when it is right for them. This year we’ll collect survey data from local restaurants to better understand barriers to adopting reusable systems. We’re also reexamining our funding approach, looking at external funding to bolster resources and incentives at a larger scale to promote reusable foodware services and equitably expand access across the county.

Repair

Keeping materials in circulation also relies on being able to repair items, as well as a shift in consumer mindset away from throwing things away that can be fixed instead. Having local repair shops and an infrastructure to support repair is essential to this aspect of circular economy and waste prevention.

Momentum for repair is on the rise thanks in large part to organizations and partners across our county and state who are advocating for change. California just passed its first Right to Repair law that takes effect July 1, 2024, a groundbreaking step that enables consumers to fix their own electronics, appliances, farm equipment, and more.

Locally, we continue to convene our StopWaste Reuse and Repair Networking group, a vibrant group made up of over 75 Bay Area-based reuse, repair, and redistribution leaders from both the non-profit sector and private industry. This group is working to strengthen the reuse and repair infrastructure in our county by improving practices and policies to advance the recovery, reuse, and distribution of materials.

Our grant funding supports organizations like Make It Home Bay Area, which refurbishes gently used furniture and household goods and furnishes homes for those transitioning out of crisis or homelessness with donated items. Another grantee, Fixit Clinic, holds repair events where people can bring items to fix with the support of skilled volunteer coaches.



StopWaste grantee Kay Chesterfield Inc., specializes in furniture re-upholstery and runs an apprentice program that trains professional upholsterers to continue the trade.

MARKET DEVELOPMENT

An overarching goal of our work is to stimulate markets for products that are resource efficient, low-carbon, and derived from materials that may otherwise go to waste. Our market development work has both environmental and economic benefits, while helping to stimulate local green job growth. This includes building robust markets for recovered organic waste and other recycled content products.

Expanding Compost Markets

SB 1383 sets requirements that organic materials, including food scraps and inedible food, be kept out of the landfill and instead processed into products such as compost, a valuable soil amendment used by farmers, ranchers, gardeners, and landscapers to build healthy soil vital to growing food and plants.

CalRecycle estimates that approximately 27 million tons of organic material will need to be redirected from landfills in 2025 to meet the SB 1383 goals. SB 1383 requires jurisdictions to procure a minimum amount of recycled organic waste products – with compost and mulch being the options available in Alameda County. Growing a market for the use of compost and reducing contamination is a key priority for us and our member agencies.

StopWaste is taking an integrated approach to supporting member agencies with SB 1383 procurement compliance in a way that aligns with overarching goals. This involves helping jurisdictions meet the steep procurement requirements through policy advocacy, expanding capacity to apply and distribute compost and mulch locally, developing record keeping tools to facilitate reporting, and targeted education and technical assistance to train professionals and public agencies how to use and make compost.

Where jurisdictions already have robust organics collection programs, it can be difficult to divert adequate additional organic material through SB 1383 activities to produce enough compost and mulch to meet the procurement targets. Many jurisdictions lack appropriate local space needed to use compost and mulch in the quantities mandated.

This year, StopWaste and partners are sponsoring a new bill – AB 2346 – which would provide additional pathways for local governments to meet SB 1383 procurement requirements and expand market development for recycled organic waste products such as compost and mulch. If passed, this bill would provide common sense fixes to increase flexibility and reduce costs to jurisdictions while furthering SB 1383’s overarching goal to reduce greenhouse gas emissions across the state.

This year we’re expanding a network of mid-size composting operations to create and use compost more efficiently, with partners such as East Bay Regional Park District and other generators of large amounts of green waste, manure, and agricultural residues to build on-site composting systems. Additionally, through our growing partnerships with urban farms, we are increasing compost education and technical assistance to expand local farmers’ capacity to compost on site to support food growing.

Compost also has significant potential to fight climate change. For several years StopWaste has worked with the Alameda County Resource Conservation District (ACRCD), UC Merced, and other partners to add to the body of knowledge on how carbon farming can fight climate change through the application of compost on rangeland. StopWaste is currently working with the ACRCD and Alameda County to develop a program to expand compost application on farms and ranches in the county that will support member agencies in meeting procurement requirements.

Cities are also looking at innovative ways to use and apply compost to meet SB 1383 procurement targets and address soil carbon goals in their Climate Action Plans. For example, the Cities of Dublin and Pleasanton, in partnership with StopWaste and UC Merced, are studying the effects of compost application on sports fields. Fields are being monitored for fluxes in GHG emissions, soil carbon pools, soil moisture, and nutrients in response to compost applications. Ultimately, we hope this research will encourage member agencies to apply more compost in their jurisdictions, measure progress toward their climate action goals, and create public education opportunities for residents.

We continue to support water agencies in the county to hold community workshops to demonstrate a lawn conversion technique that uses compost and mulch known as “sheet mulching.” StopWaste provides donations of compost and mulch, along with educational resources for attendees and technical assistance for organizers.



A thin layer of compost is applied to rangeland at the Agency’s Altamont property to test its effects on carbon sequestration.

In addition, we continue to support our jurisdictions with SB 1383 compliance through enforcement efforts. To help ensure the necessary collection services exist to keep organics and recyclables out of the landfill, we issued over 4,000 citations in this past year to businesses and multi-family properties that do not yet have collection service or an approved waiver to help them achieve compliance. We also offer free technical assistance and resources to help businesses comply with the law, including how-to guides on getting service, setting up bins correctly, and proper sorting.

Local Recycling Markets

In addition to helping to build markets for organic material, a robust, transparent recycling system is an essential part of a circular economy, driving markets for post-consumer recycled materials. SB 54 and other state and local efforts will play a pivotal role in stoking this market development, as well as pushing forward clear labeling and transparency to rebuild the public’s trust in recycling and help simplify sorting and reduce contamination.

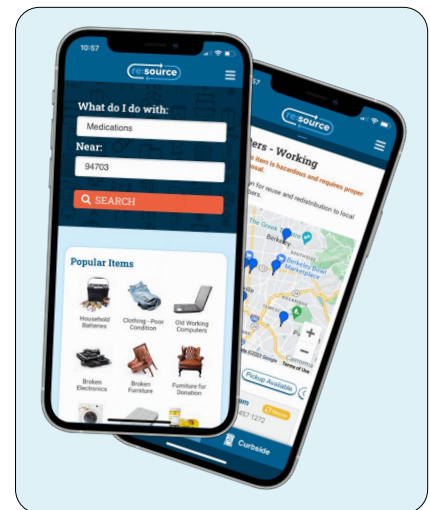
Our biggest forum for this engagement is our unique Alameda County Recycling Markets Network – made up of haulers, local governments, state government, and private sector companies – with a shared mission to increase material recovery, reduce contamination, and strengthen the economics of recycling. As the landscape shifts, we will continue to work with our member agencies on SB 1383 and SB 54 implementation to increase material recovery and reduce contamination, increase acceptability consistency and transparency across the county, and increase source reduction to reduce the flow of materials in the first place.

WASTE PREVENTION & EDUCATION

Providing education and tools that enable people to participate in upstream behaviors such as reuse and repair has long been a priority for StopWaste. We are continually adapting our tools and resources to give residents and businesses easy access to prevent waste, consume less, and sort properly to reduce contamination in the waste stream.

StopWaste’s RE:Source guide provides easy access to information on proper disposal with the goal of maximizing options for the “highest and best use” of materials through reuse, repair, and recycling, while minimizing contamination from items going in the wrong bin. We’re continually adjusting the tool to expand access to services. For example, this year, we’re adding more repair and reuse/refill vendors to the tool’s searchable database.

Across all our projects, we’re working to expand access through translation, and applying an equity lens in making sure that these tools and services are culturally sensitive and relevant. In



StopWaste’s RE:Source guide provides quick answers to “what goes where?” including reuse and repair options.

this coming year, we will be examining the barriers some communities face in accessing activities like reuse and repair, and looking at how we can adapt the RE:Source guide through ADA best practices, translation, and inclusive outreach tactics.

We recently formed a new outreach partnership with El Tímpano, a local media organization designed with and for Latino and Maya Mam immigrants of the Bay Area. Many of El Tímpano’s community members lack home computers or digital literacy, and the vast majority do not speak English. We’re also piloting new approaches with our HHW outreach efforts to reach new communities through garbage bill inserts, SMS texting, and promotion toolkits for member agencies.

School Partnerships

We’ve long engaged our school partners to activate youth and school leaders to drive waste reduction and climate action projects in their homes, schools, and communities, fostering both local and system-wide change.

One of our largest programs is the long-running transfer station field trips that help raise awareness among youth about upstream waste reduction and climate action. We welcome thousands of student and teacher champions each year and continue to refine our curriculum and services to align with our goals.

While most of the waste stream in schools is comprised of organics, the rest is primarily from foodware in the cafeteria: single-use trays, disposable plastic utensils, and condiment packets. This trash often escapes campuses and ends up in storm drains and as litter in neighborhoods.

To address this, we are engaging a growing list of schools to pilot innovative reusable foodware projects, switching out single-use trays and plastic utensils for reusable items made from stainless steel. In addition to reducing waste, reusables in the cafeteria also help minimize plastic contamination in the organics stream. There’s a health benefit to reusables too, as single-use plastic and compostable foodware can contain harmful chemicals that can leach into food and the environment.

Cultivating climate literacy among youth and at our schools is an increasing priority, and we work with school districts to advance climate literacy through climate action planning, supporting resolutions, and outreach. This year, we’ll be supporting districts to align with a new state law that requires K-12 educators to embed climate action into their curriculum.



Students debut reusable stainless steel lunch trays, thanks to a new reusable foodware pilot program at their school.

STRENGTHENING COMMUNITY FOOD SYSTEMS

A healthy local food system nourishes both people and the planet, and fosters health, equity, and sustainability within our community. It relies on a resilient regional food supply chain that minimizes waste, promotes local agriculture, supports small-scale farmers and organics processing, and provides communities with a wide variety of nutritious food options.

We take a multiple benefits approach to this work, leveraging our enduring partnerships with food recovery and redistribution organizations, community partners, urban farms, and food growers. StopWaste’s grant funding, long-running compost and upstream food waste prevention outreach and education, and SB 1383 enforcement and policy align to support the work of our partners.

FOOD WASTE PREVENTION

Food production and consumption leave a considerable environmental footprint, with food loss ranking as a primary contributor to climate change. Californians throw away 6 million tons of food scraps or food waste each year, representing about 18 percent of all the material that goes to landfills. At the same time, one in four members of our community in Alameda County faces food insecurity. Making high-quality, culturally accessible food to nourish people helps support food insecure communities while cutting greenhouse gas emissions.

StopWaste has long been working at the intersection of food and waste prevention and we are continually evolving a community-centered approach that addresses both waste and health.

Our Stop Food Waste Campaign is a broad scale public awareness campaign designed to drive behaviors that help community members make the most of food at home to maximize family resources. Aligned with our equity imperative, we have adapted our materials over time with community input to feature culturally sensitive foods and messages, and we work with community-based organizations to distribute materials at a range of locations, including farmer’s markets, food distribution sites, urban farms, and schools. This year, we shared over 13,000 tools and resources in English, Spanish, and Chinese across the county.

In the coming year, we’re further adapting the campaign to raise consumer awareness around date labeling – the “best by” and “sell by” labels that are ubiquitous on all our food packaging. Most consumers don’t realize that date labels generally refer to a product’s estimated quality, not whether it’s safe to consume. This confusion leads to an estimated 20 percent of consumer wasted food. This



Our Stop Food Waste campaign helps people get more out of their food, such as this tip to revive wilted lettuce. The campaigns have evolved with an eye toward inclusivity and greater language access.

focus is timed with policy momentum around this issue, with two bills currently being considered to help address food waste caused by misleading date labels.

We also continue to play a leadership role across the West Coast through the Pacific Coast Food Waste Commitment (PCFWC). As part of this work, PCFWC partners engage with businesses along the food supply chain to reduce food waste, lower their climate impact, and bring savings to businesses. Since 2019, retailers have reduced the tons of unsold food in their stores in the region by 25 percent, an estimated 30 percent decrease in GHG emissions associated with unsold food across the Pacific Coast.

FOOD RECOVERY & DONATION

In addition to requiring that food and organics be kept out of the landfill to be composted, SB 1383 also requires many large food-generating businesses to donate their surplus edible food, so it doesn't go to waste. StopWaste continues to support our member agencies with outreach and enforcement, grant funding, and technical assistance to businesses to help them comply with the law.

This work isn't possible without the network of hundreds of food recovery and distribution organizations working across the county that make sure this donated food goes to nourish people. Building partnerships and collaboration between food generators and these local food recovery organizations is a key role for StopWaste.

As part of this effort, we convene the Alameda County Food Recovery Network, made up of over 50 food recovery organizations, grantees, and other community groups such as faith-based organizations and housing agencies. The network provides a space for collaboration, connection, and learning to strengthen food recovery capabilities in our county. Participants are united by a common goal of ensuring that surplus edible food is put to its highest and best use of nourishing people.

The network also helps to coordinate countywide activities required under SB 1383, such as edible food recovery capacity planning and building trust and transparency between organizations and new relationships with donor businesses and jurisdictions. This year, we're working with our network members to pilot Careit, an app that provides a free online marketplace for grocery stores, restaurants, caterers, food distributors and corporations to donate surplus food. This food donation tracking software not only supports SB 1383 recordkeeping requirements, but also allows food recovery organizations to share and exchange surplus food and goods with each other more efficiently. In 2022, this network recovered over 5,000 tons of edible surplus food, equivalent to 8 million meals.



StopWaste grantee Hope 4 the Heart is an all-volunteer non-profit that rescues edible food and provides weekly food deliveries to affordable housing and senior communities across the county.

Better understanding where gaps and opportunities for food recovery and donation exist is an important step to finding solutions to the root causes of food waste and lack of access. So too is realizing the true cost of recovering edible surplus food from business donors on these organizations doing the work. Using mapping data and food waste audits, in the coming year, we'll be able to better articulate the impact and value of services that food recovery organizations provide and to better advocate for their funding needs. To that end, we are increasingly providing leadership in regional and state-wide coalitions to identify and advocate for the needs of food system partners through policy, legislation, and external funding opportunities.

We're also continuing to support schools with their food recovery and donation compliance through outreach and technical assistance. For example, last year we sent out SB 1383 compliance letters to all 18 school districts and created a new resource to help schools donate surplus food before holiday breaks – a time with high potential for surplus food donation as inventory is cleared. Upstream food waste prevention and the connection to climate remains a priority message in our school outreach and curriculum.

BUILDING HEALTHY SOIL WITH COMPOST

A resilient community food system relies on locally produced compost and mulch to build healthy soil to grow healthy food. Through long-standing partnerships, StopWaste has helped to cultivate awareness about the value of building healthy soil with quality compost and the connection to waste prevention and climate change. Building on this work, we're engaging with community-based food growers and composters to expand on-site composting capacity and access to high-quality compost. This work spans multiple projects and relies on close partnership with our member agencies, food recovery organizations, food growers, farm partners, and composters.



A compost hub in Pleasanton provides residents a place where they can access free compost and connect with a larger community of food growers.

In 2022, we piloted the first compost hub with the City of Alameda, and since then, the Cities of Albany, Livermore, Piedmont, Pleasanton, and Union City have established six hubs across the county, with six more in development. Not only do these hubs offer free compost year-round to home and community gardeners and help cities meet SB 1383 compost procurement requirements, they also connect residents to a diverse community of food growers offering community events and volunteer opportunities, deepen connections between urban farms and city staff, and supply compost to community-based organizations who grow and donate fresh produce to food recovery organizations. StopWaste supports these hubs by connecting member agencies with farm partners, providing tools and technical assistance, and supplying compost educational materials for distribution.

As part of this work, StopWaste continues its long-running StopWaste Environmental Educator Training (SWEET) program, currently tailored toward activating urban farmers and food growers in making and using compost to grow food. The aim of this peer-to-peer experiential course is to support both on-site composting at farms and public education opportunities. In the most recent cohort, 17 urban farmers from different sites initiated compost projects that support each of their organization’s goals, such as composting food waste from food pantries, composting manure to make it safe to distribute locally, or building their first on-site composting systems to return organic matter into their soil. Graduates go on to share their knowledge with others within their organization and across their community networks in the county.



Urban farmers build their compost knowledge during a recent SWEET Program class.

The community has since expanded, and in 2024, we hosted our first Compost Hub Network, bringing together member agency staff, urban farms, and the Alameda County Resource Conservation District to share ideas, resources, and areas for greater collaboration. StopWaste will launch a semi-yearly gathering event this year for food recovery organizations, farms, faith-based organizations, and food system partners to strengthen existing partnerships, foster regional collaboration, and articulate the value of their services. We’re also planning on conducting a mapping exercise of new and existing food system partners operating in the county to better understand their needs and how we can help them connect.

DRIVING BAY AREA CONSTRUCTION INNOVATION & ENERGY TRANSITION

ADVANCING CIRCULARITY IN THE BUILT ENVIRONMENT

The environmental impact of our buildings is significant, accounting for approximately 40 percent of all energy-related global carbon emissions. This includes not just the energy consumed within buildings, but also the emissions generated throughout the entire lifecycle of building materials and construction, sourcing, manufacturing, and disposal.

Reducing this impact requires scaling up construction innovation efforts at the regional and state level. Through a coalition of partners, StopWaste supports innovative businesses, products, and practices in construction. These include sourcing materials through deconstruction, reuse, and resale, or products that use waste feedstock or are designed for future reuse. For example, this year, we will be conducting

a market analysis for building material reuse in Alameda County and identifying the technologies, facilities, and tools that support buying and selling salvaged building materials.

Last year, California made history by being the first state to amend its statewide building codes to include requirements for embodied carbon emissions. This move rewards building reuse and the sourcing of recycled, bio-based, and other low-carbon materials.

Such state-level policy supports our work with cities to design policies that incentivize developers to utilize low-carbon materials, such as recycled concrete and mass timber in their projects. Recently, StopWaste supported Emeryville with technical assistance to help it become the first jurisdiction in the nation to prioritize mass timber through development bonus points.

Cultivating partnerships and connecting the diverse range of stakeholders in the construction sector ecosystem – from developers and tech companies to contractors and technicians – is a key part of this work. To overcome barriers in adopting new building methods and materials, we’re supporting Turner Labs in the search for a physical Construction Innovation Center in Alameda County, where builders and innovators can pilot low-carbon building concepts, such as using straw as insulation or modular building techniques for new apartment complexes.

As part of our Bay Area Construction Innovation Cluster work funded by the federal Build Back Better Regional Challenge grant, we recently released a research report on the potential of bio-based building materials and their availability in Northern California to help inform market development and investment.

Building an inclusive, green workforce is another important part of this work. Through our coalition partners, we’re helping to develop training and job opportunities in sustainable construction and energy efficiency for contractors, electricians, HVAC specialists, and more. This year, we’ll be exploring opportunities to support curriculum development in construction innovation with community colleges and upskilling programs with partners like Build It Green, Laney College, and co-working space BIG Oakland, in an effort to support a workforce that can advance circular economy solutions here in the East Bay.



Verdant Building Products, a member of StopWaste’s Bay Area Construction Innovation Cluster, pioneers building materials created from agricultural waste.

ENERGY EFFICIENCY & ELECTRIFICATION

Achieving California’s climate objectives also requires us to promote energy efficiency and transition to electrification in our current and new buildings and residences.

To date, the negative environmental and health impacts from emissions have disproportionately impacted marginalized communities living in areas with higher pollution rates and in leaky, inefficient homes and rental properties. As such, we are continually rethinking how our services and programs can both advance our climate goals while intentionally prioritizing the needs and health of these communities to build more equitable offerings.

Our largest programs in this area are delivered through the Bay Area Regional Energy Network (BayREN), a partnership between StopWaste, the Association of Bay Area Governments, and eight other county representatives in the Bay Area. These programs leverage several tools to promote electrification and energy efficiency in single family and multifamily homes as well as commercial and municipal buildings, including outreach and education to contractors and property owners, rebates and incentives, energy efficiency codes and standards, and legislative support.

To expand access to rebates and help address rising energy costs, we recently redesigned the rebate structure for our Bay Area Multifamily Building Enhancements (BAMBE) program to better serve people disproportionately burdened by poor air quality, excessive heat, and housing costs, providing additional funding to prioritize in-unit upgrades that will improve resident health, safety, and comfort while lowering utility bills. The program was recently selected as an Equity-Centered Innovation Pathway winner for the Department of Energy’s Buildings Upgrade Prize and will use funds to help the program better serve our community members equitably.

Building on over 20 years of deep expertise in green labeling, StopWaste will continue to shape and influence this work in the coming year. Rulemaking is underway to standardize home energy labeling in California, and StopWaste is leveraging our experience leading regional Home Energy Score efforts through the BayREN Green Labeling program to educate policymakers about how to advance this momentum across the state. Due to the local innovation of Home Energy Score in Alameda County, first as a part of Berkeley’s Building Emissions Savings Ordinance (BESO) and later through BayREN, StopWaste will play a leadership role in launching Home Energy Score California, the first non-Investor Owned Utility statewide program approved by the California Public Utilities Commission. Additionally, StopWaste was recently awarded a DOE Home Energy Score Innovation Award for our efforts to incorporate electrification into the Home Energy Score and to train the local workforce to better understand and become more comfortable with making electrification recommendations.



The BayREN program helps residents and businesses increase the energy efficiency of their homes and buildings throughout the Bay.

As part of the state’s transition to renewable energy and given the rise in energy costs that our communities are facing, StopWaste is beginning to evaluate opportunities to intervene in energy supply side issues – where energy is generated versus where it is used – and will support partners to engage in direct advocacy in the coming years.

PLANNING

Our integrated planning work spans across the Agency, including studies and research to advance our landfill obsolescence goals established in the CoIWMP and Recycling Plan, climate action planning, implementing our strategic planning process, and developing the tools and mindset to better center equity across all of our internal and external work.

Waste Characterization Study

Understanding the composition of our waste is key to understanding how to address it. StopWaste is nearing completion of its 2023-2024 Waste Characterization Study, which provides data-driven insights into the materials consumed in Alameda County and how they are disposed. Conducted every five years, this is the first study to look at all three material streams. Trends from data received to-date reveal that contamination and improper sorting remain challenges. We’ll use this data in the coming year to inform how we prioritize our work and shape our programs.



Insights from the most recent waste characterization study will provide data on our three waste streams to refine StopWaste programs and priorities.

Climate Action Planning

All these efforts are integral to meeting state and local climate goals and align with our ongoing support to member agencies in their climate action planning processes. This year, we’re developing an Embodied Carbon Calculator for cities to use in their plans and will continue to support with expertise and technical assistance. In addition, through a grant-funded partnership with U.C. Berkeley, we’re working on developing greenhouse gas emissions inventories and climate action data indicators for jurisdictions to use.

Our ability to lead and shape climate action solutions is bolstered this year by potential new funding from the EPA’s Climate Pollution Reduction Grant Program to support the Bay Area Air Quality Management District with the development of the Bay Area Regional Climate Action Plan. In partnership with the Association of Bay Area Governments, we helped to develop a proposal to fund residential electrification in disadvantaged communities and develop innovative government strategies to enable wider adoption of electrification. In the coming year, we’ll continue to support local governments in Alameda County and the broader region to shape and develop strategies for actionable climate solutions and programs.

NEW, MERGED & DISCONTINUED PROJECTS

The Project Charters section beginning on page IV-1 documents funding sources and budget for each StopWaste project. Inevitably, there are year-to-year project adjustments as we adapt our work to be as effective as possible and to align with our goals. This section summarizes changes in project numbers and names from FY 24 to FY 25.

NEW PROJECTS

- Multifamily DOE Buildings Upgrade Prize (1310) advances building and transportation electrification in existing multifamily buildings. Began mid-FY 24.
- Climate Pollution Reduction Grant (1316) supports the Bay Area Air Quality Management District to complete a regional Comprehensive Climate Action Plan. Began mid-FY 24.
- UCB Climate Action Planning Tool (1313) supports U.C. Berkeley’s Renewable and Appropriate Energy Laboratory and Cool Climate Network to develop climate action planning tools. Began mid-FY 24.
- Recycling Board Five Year-Audit (3460) provides for a five-year financial compliance and programmatic Recycling Board Audit, as per Measure D.
- Retiree insurance payment (3031) allows for the funding of retiree health payments from the Other Post Employee Benefit Retiree Health Trust Fund.

MERGED

- General Planning (3410) houses waste characterization studies and research that advance the goals of the CoWMP and Recycling plan. Prior year Discards Programs Research (Project 3330) has been folded into this project.

DISCONTINUED

- Multifamily EV Pilot (1312) has been discontinued due to the end of external grant funding.
- Home Energy Score (1315) has been discontinued due to the end of external grant funding.
- Healthy Homes Initiative (1321) has been discontinued due to the end of external grant funding.
- EDA Planning Grant (1352) has been discontinued due to the end of external grant funding.
- Carbon Farming (3250) has ended because grant funding is complete.
- Carbon Farming-Materials (3259) has ended because grant funding is complete.
- Waste Characterization Study (3440) completes in FY 24 and labor costs are funded out of General Planning (3410).

II. FINANCIAL INFORMATION

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Agency expenditures for all projects in fiscal year 2025 total \$37,631,067. This includes:

- **Discretionary projects:** Funded primarily by fees on solid waste disposed in landfills, these are projects over which the Boards have significant discretion. (see p. II-7). In previous budgets, this revenue category was frequently referred to as “Core.”
- **Additional investment in strategic activities from available fund balances.**
- **Household Hazardous Waste (HHW) Program:** Implemented through Memoranda of Understanding with the County of Alameda and the City of Fremont.
- **Externally funded projects:** Funded by grants and contracts.
- **Pass through projects:** Includes mandated Measure D disbursements to member agencies, and the Recycling Board Recycled Product Purchase Preference Program (RPPP).

This appropriation of funds presents a balanced budget for FY 25.

On March 14, 2024, staff presented the annual fiscal forecast to the Programs and Administration Committee and the Recycling Board. The presentation reflected updates to forecasting models prepared by Crowe consulting firm in 2022 as part of a comprehensive fund balance and reserves analysis. The results of the analysis continue to be timely and important in determining an adequate level of fund balance and reserves that the Agency should maintain to support advancing our mission today, while also providing the means to plan for the future.

The Agency’s fiscal forecast model presents several scenarios, ranging from best to worst case based on a revenue perspective. The updated scenarios include a FY 25 proposed discretionary expenditure budget (including a one-time expenditure of \$110,000 for the 5-year audit of Measure D-related financials) of \$12,617,177, which is approximately \$621,000 less than the FY 24 budget (\$13,237,696). The expenditure decrease from FY 24 to FY 25 is attributable to the Agency’s ongoing efforts to be prudent with costs, including by strategically managing labor and hard costs while continuing to maximize the Agency’s impact.

Under any of the eight fiscal forecast scenarios (see Table 4), this proposed expenditure budget provides a sufficient funding contingency (combined fund balance and reserves). In fact, based on the analysis, the Agency has accumulated a sufficient contingency under all the most likely scenarios to cover at least three years of expenditure deficits before operational changes would be needed (either fee increases, restructuring, or program reductions).

As such, the Agency has the flexibility in this budget to continue its investment in Board priorities while still maintaining adequate fund balances for the future. For example, the budget includes continued investment in programs to provide grants to businesses and non-profits, advance circular economy solutions, continue SB 1383 implementation, and ongoing efforts to build upstream waste prevention infrastructure, such as advancing reusable foodware options to replace single-use disposables and

advance markets for reuse. As supported by the fund balance and reserve analysis, we are strategically using accumulated fund balances to supplement planned expenditures and are in a solid financial position for FY 25.

As mentioned, staff are also proposing an additional payment of \$110,000 to fund the Recycling Board’s 5-year audit. The audit is required but does not occur every year. The audit will be funded from available fund balances, and staff is also recommending transferring \$25,000 to the five-year audit/studies reserve to prepare for the second half of the audit which will occur in 2027.

TABLE 1: AGENCY BUDGET BY CATEGORY

| Category | Cost |
|---|---------------------|
| Discretionary Funding (plus \$110,000 for one-time audit) | \$12,617,177 |
| External Funding - Energy Council | \$10,361,312 |
| External Funding - Household Hazardous Waste Program | \$8,287,106 |
| External Funding - WMA | \$936,771 |
| Pass Through Funding | \$5,428,701 |
| Total | \$37,631,067 |

Projects over which the Boards have significant flexibility are captured under the category “discretionary.” These funds are similar to a city’s general fund. Discretionary funds include fees placed on solid waste disposed at landfills as well as interest and property related revenue. Table 3 provides a list of discretionary projects (see p. II-7). Projects over which we have little or no spending flexibility are Measure D Disbursements, the Recycled Product Purchase Preference Program (RPPP), about \$11.3 million of grant or other external funding that we expect to receive, and the HHW program.

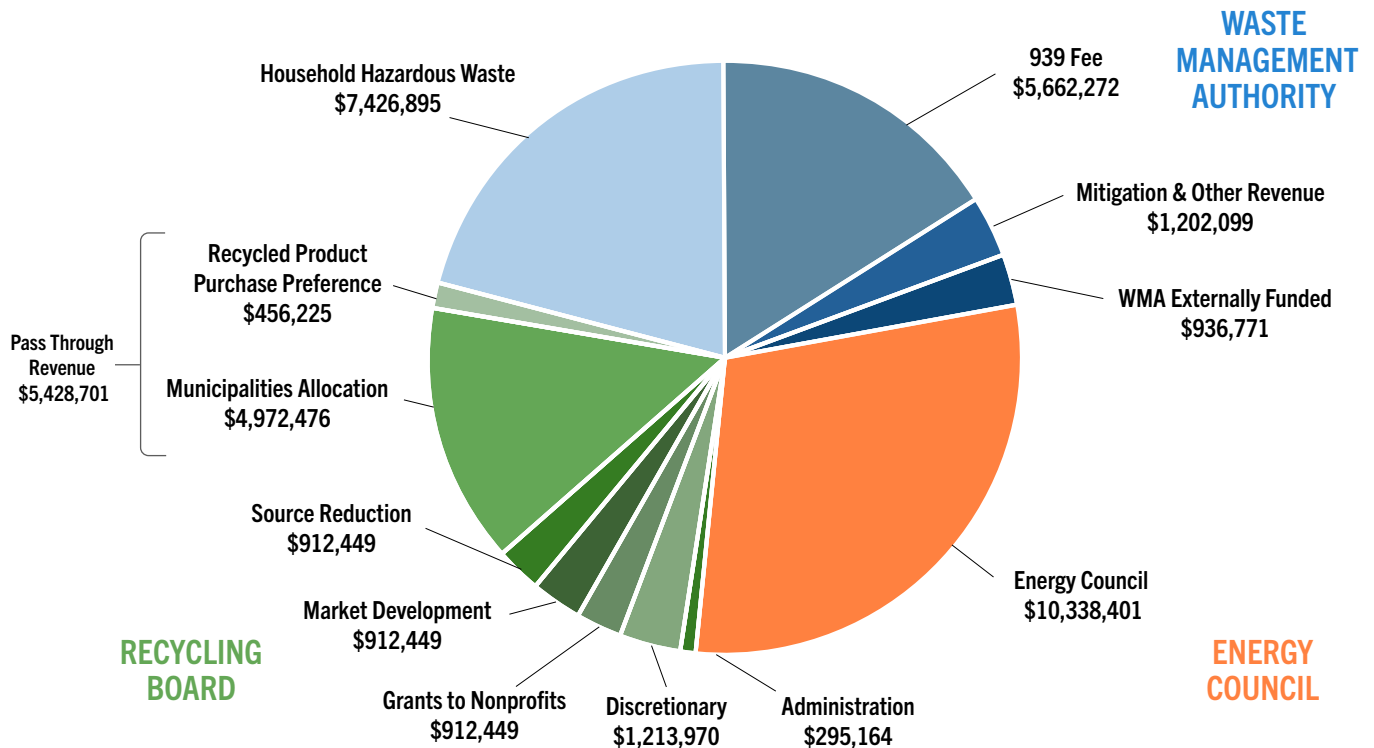
REVENUE

REVENUE ESTIMATES

Estimated revenue from all sources totals \$35,241,621. Revenues by source are shown in Figure 1. Discretionary revenues are estimated to total approximately \$11.1 million. Of that amount, \$50,000 is transferred to the Energy Council to offset administrative costs (including applying for new grants and contracts) not covered by the grants themselves. Based on the current projections as described above, we do not anticipate the need for a fee increase in the immediate future, although this is likely to change in the next 3-5 years as rising costs combined with slowly declining revenues continue to put pressure on the Agency fund balance and reserves. Therefore, staff are currently overseeing a revenue stabilization analysis and will present these findings in the summer or early fall of 2024. This will ensure that the Agency continues to advance progress toward its mission and adapt our programming to a diverse and changing county.

Disposal or tonnage-based revenue comprises approximately 90 percent of the Agency’s discretionary revenue. Based on current revenue trends, we have factored in modest tonnage declines in our revenue estimates. As always, we continue to monitor disposal trends carefully and will apprise the Board accordingly.

FIGURE 1. REVENUE BY FUNDING SOURCE



The Agency continues to supplement discretionary revenues by securing external funding, which is estimated to total \$11.3 million in FY 25. Of this amount, approximately \$10.3 million is Energy Council funding, which includes interest earnings and the transfer from discretionary funding as previously mentioned. The remaining \$937,000 of grants, reimbursements, or pass-through funds to the Authority include approximately \$86,000 from U.C. Berkeley for development of climate action planning tools, \$70,000 from the City of Oakland for additional waste prevention technical assistance, \$78,000 for the Used Oil Recycling campaign, \$15,000 for ColWMP applications, approximately \$57,000 for conservation easement maintenance at the Agency's Altamont property, \$331,000 from the retiree health trust, and \$300,000 for miscellaneous grants. This amount for miscellaneous grants and pass-throughs is a "placeholder" appropriation and an estimate of what these smaller grants might total in FY 25. External sources of revenue are tied to specific spending. While they may be tied to multiple year projects, they are not considered part of the discretionary budget.

FEES

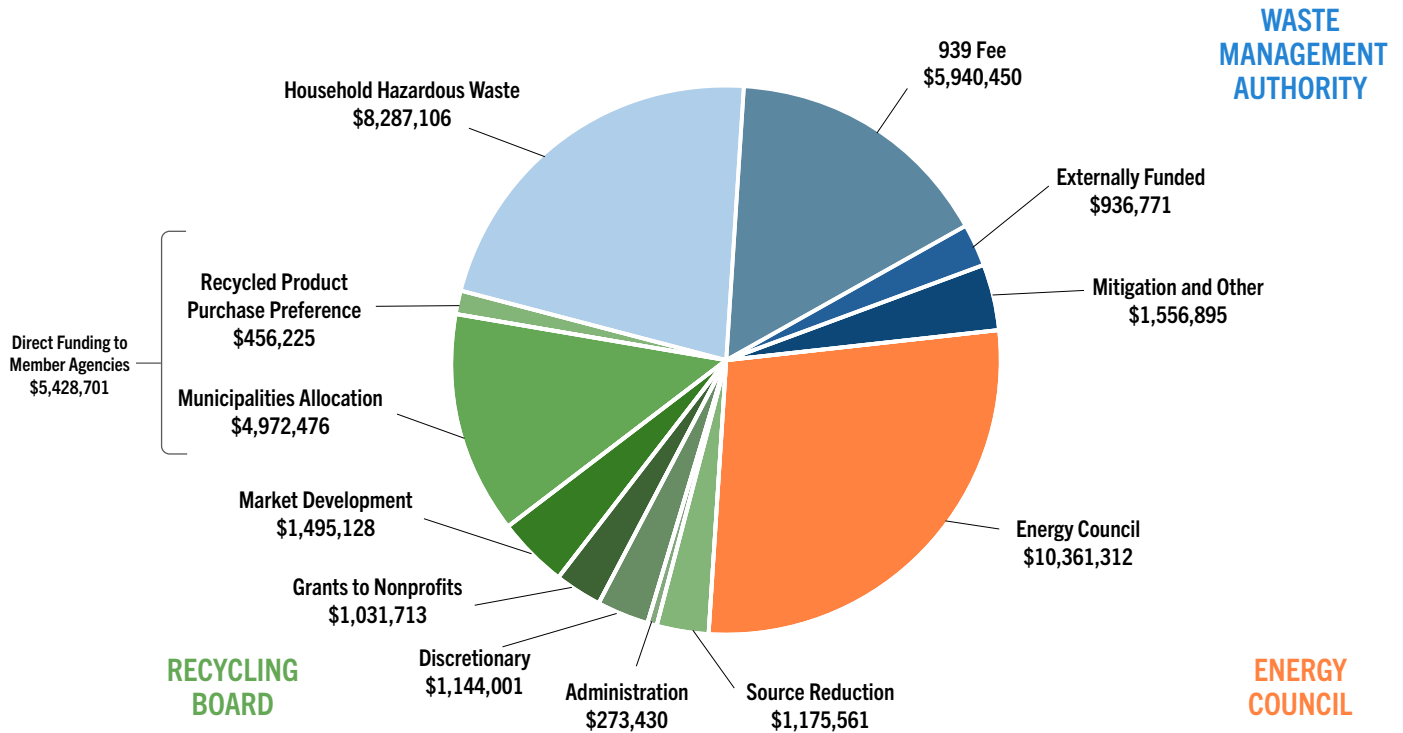
StopWaste levies various fees that help fund compliance with state and local waste reduction mandates. These fees (with the exception of the HHW fees) fund approximately 90 percent of the discretionary budget for FY 25 and are as follows:

- **AB 939 Facility Fee** - \$4.34 per ton disposed. Levied on all Alameda County solid waste landfilled within California and all waste landfilled in Alameda County, pursuant to AB 939, the State law adopted in 1989 to reduce landfilled tonnages by 50 percent, later updated to 75 percent. Funds countywide recycling, waste prevention, and planning efforts.
- **HHW Fee** - \$2.15 per ton disposed. Levied, pursuant to AB 939, on waste disposed in Alameda County and all waste 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 which was amended in 2019 and set the annual fee at \$6.64 per residential property unit through June 30, 2024, paid via property taxes to fund program continuation. As required by the ordinance, an analysis was presented to the Board on March 27, 2024, and the Board approved a fee of \$7.80 per residential property unit for the next five years beginning in FY 25.
- **Measure D Landfill Surcharge** - \$8.23 per ton is collected on waste disposed of 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 non-profit organizations, administered by StopWaste.
- **Import Mitigation Fee** - \$4.53 per ton is collected on all waste landfilled in Alameda County that originates out-of-county. This fee has been in place since 1994.

EXPENDITURES

Total expenditures for all projects in FY 25 are \$37,631,067 (WMA portion \$16,721,222; RB portion \$10,548,534; EC portion \$10,361,311). Discretionary expenditures total \$12,617,177, approximately \$621,000 less than in FY 24.

FIGURE 2. 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 discretionary revenue are shown in Table 3 (page II-7). A breakdown of hard costs and staff (labor and overhead) is shown in the individual project charters in section IV.

WORKFORCE RELATED

Consistent with the salary adjustment plan adopted by the Board in 2018, salary ranges have been adjusted by the most current Consumer Price Index (CPI) of 2.4 percent. The cost of this increase totals approximately \$191,000. While the salary adjustment plan allows for a comprehensive compensation study at least every three years, it is not mandated and does not appear necessary now.

The executive director has the authority to make position assignments within the approved classification structure provided that positions do not exceed what has been authorized that fiscal year and that funding is within the authorized appropriation. This budget does not include any additional positions funded by discretionary revenue.

Staff salaries and benefits total approximately \$9.5 million (\$7.1 million salary and \$2.4 million taxes and benefits) and represent about 25 percent of the Agency’s total budget and about 75 percent of the discretionary budget. Fourteen percent of the total staff salary is paid from externally funded revenue.

NON-PROJECT COSTS (OVERHEAD)

We allocate overhead across all projects in proportion to labor costs. This year’s calculation of non-project costs is summarized in the following table. These costs are spread onto the labor costs (salary and benefits) as shown in project charters (pages IV-1 – IV-32). Therefore, each charter separates hard costs from costs associated with labor plus overhead.

TABLE 2: NON-PROJECT COSTS

| Non-Project Category | Cost |
|---|--------------------|
| General Overhead (includes IT, HR, Accounting and Finance, contract administration, general legal assistance, insurance, facility management, etc.) | \$3,909,598 |
| Recycling Board Administration | \$109,796 |
| Waste Management Authority Administration | \$217,337 |
| Leave | \$1,338,151 |
| Total | \$5,574,882 |

TABLE 3: DISCRETIONARY BUDGET

| Project Name | Hard Costs | Labor & Overhead | Total |
|--|---------------------|------------------|-------------|
| Annual | | | |
| 1160 Circular Business Development | \$29,100 | \$403,695 | \$432,795 |
| 1220 Food Waste Reduction | \$283,000 | \$891,985 | \$1,174,985 |
| 1229 Food Waste Reduction (GNP) | \$360,500 | \$214,644 | \$575,144 |
| 1260 Compost & Mulch | \$95,200 | \$538,953 | \$634,153 |
| 2040 Resources for Upstream Projects | \$215,500 | \$374,052 | \$589,552 |
| 2049 Resources for Upstream Projects (For Profit) | \$138,000 | \$0 | \$138,000 |
| 2140 SB 1383 Implementation | \$416,700 | \$1,611,357 | \$2,028,057 |
| 3210 Property Management | \$58,500 | \$102,690 | \$161,190 |
| 3230 Member Agency Advisory Groups | \$25,500 | \$258,611 | \$284,111 |
| 3240 Fee Enforcement | \$19,600 | \$226,468 | \$246,068 |
| 3280 Reusable Bags & Foodware | \$421,600 | \$407,109 | \$828,709 |
| 3290 SB 54 Plastic Pollution Prevention | \$27,000 | \$297,145 | \$324,145 |
| 3410 General Planning | \$60,500 | \$240,032 | \$300,532 |
| 3460 Recycling Board Five-Year Audit | \$0 | \$34,293 | \$34,293 |
| 3510 Agency Communications | \$210,695 | \$1,513,313 | \$1,724,008 |
| 3519 Agency Communications (GNP) | \$22,500 | \$0 | \$22,500 |
| 3530 Legislation | \$59,800 | \$159,298 | \$219,098 |
| 3539 Legislation (GNP) | \$50,000 | \$0 | \$50,000 |
| 3580 Schools Engagement | \$260,850 | \$1,390,094 | \$1,650,944 |
| 3600 Community Engagement | \$56,625 | \$513,270 | \$569,895 |
| 3700 Project Development & Evaluation Resources | \$100,000 | \$418,999 | \$518,999 |
| Sub-Total | \$12,507,177 | | |
| Strategic One Time Investments (Fund Balance) | | | |
| 3469 Recycling Board Five-Year Audit (One Time) | \$110,000 | \$0 | \$110,000 |
| Sub-Total | \$110,000 | | |
| Grand Total | \$12,617,177 | | |

FUND BALANCES & RESERVES

The Agency’s available resources consist of both fund balances and reserves. Discretionary fund balances are generally flexible and can be used to help balance the budget or for one-time expenditures. Reserves are funds that are set aside for specific purposes, although they can also be used to fund projects if those projects have a nexus to a particular reserve. At the end of FY 25 (labeled as 2025 in table below), we estimate that discretionary fund balances and reserves will be approximately \$20.9 million. This is consistent with scenarios A through C1 in the table below.

TABLE 4: PROJECTED SCENARIOS FOR FUND BALANCE & RESERVES (IN MILLIONS)

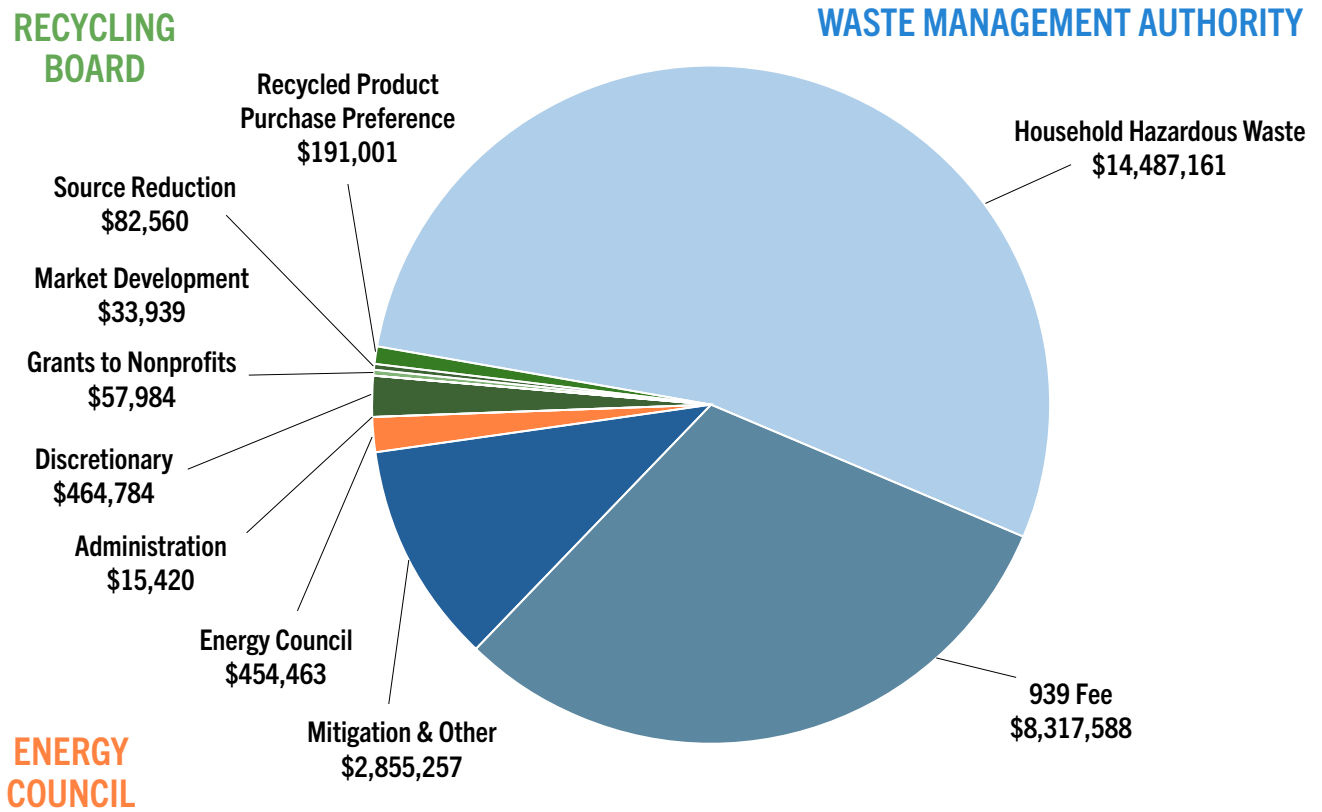
| Scenario | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 |
|---|---------|---------|---------|---------|----------|-----------|-----------|-----------|-----------|-----------|
| A. Status Quo with Growth | \$ 24.5 | \$ 22.4 | \$ 21.0 | \$ 18.8 | \$ 16.1 | \$ 12.2 | \$ 8.8 | \$ 5.1 | \$ 1.0 | \$ (3.5) |
| B. Status Quo | \$ 24.5 | \$ 22.4 | \$ 21.0 | \$ 18.7 | \$ 15.8 | \$ 11.7 | \$ 8.1 | \$ 4.1 | \$ (0.3) | \$ (5.3) |
| C. Economic Cycle | \$ 24.5 | \$ 22.4 | \$ 20.7 | \$ 18.0 | \$ 14.6 | \$ 9.8 | \$ 5.3 | \$ 0.2 | \$ (5.5) | \$ (11.8) |
| C1. Economic Cycle - Static Hard Cost | \$ 24.5 | \$ 22.4 | \$ 20.8 | \$ 18.1 | \$ 14.7 | \$ 9.8 | \$ 5.4 | \$ 0.3 | \$ (5.4) | \$ (11.7) |
| D. Organics ¹ | \$ 24.5 | \$ 22.4 | \$ 20.6 | \$ 17.9 | \$ 14.7 | \$ 10.2 | \$ 6.3 | \$ 1.9 | \$ (2.9) | \$ (8.2) |
| E. Organics and Recyclables ² | \$ 24.5 | \$ 22.4 | \$ 20.6 | \$ 17.5 | \$ 13.8 | \$ 8.7 | \$ 4.0 | \$ (1.3) | \$ (7.2) | \$ (13.6) |
| F. Recession | \$ 24.5 | \$ 22.4 | \$ 20.1 | \$ 16.0 | \$ 10.4 | \$ 2.5 | \$ (5.9) | \$ (15.9) | \$ (27.4) | \$ (40.7) |
| G. Recycling Plan ³ | \$ 24.5 | \$ 22.1 | \$ 17.1 | \$ 9.4 | \$ (1.4) | \$ (16.1) | \$ (33.1) | \$ (52.4) | \$ (74.1) | \$ (98.1) |

FUND BALANCES

The Agency’s total fund balances available at the end of FY 25, including discretionary and non-discretionary funds, are projected to total \$26,960,157. Of this amount, the Authority fund balance is projected to total \$25,660,006 (of which \$14,487,161 are HHW fund balances), the Recycling Board fund balance is projected to total \$845,688 and the Energy Council fund balance is projected to total \$454,463. Discretionary fund balances are estimated to total \$11,827,532. This funding – along with the Agency reserves totaling \$9.1 million discussed in the following section – provides an adequate contingency, which allows the Agency to fund discretionary operations as we continue to address both our programmatic and long-term fiscal goals.

-
- 1 Achieve 75% reduction in landfill organics by 2025, then tonnages stay flat
 - 2 Achieve 75% reduction in organics by 2025 then 75% reduction in recyclables by 2030
 - 3 Achieve recycling plan goal of 100% diversion by 2045

FIGURE 3: FUND BALANCES AS OF JUNE 30, 2025



We use the term “fund balance available” to refer to the funding available for Agency 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 and which is included in the budget). Fund balances are comprised of the accumulated difference between revenue and expenditures, i.e., revenues which exceed expenditures add to the fund balance and vice versa. Closed contracts – funds that have been encumbered but not needed and “released” – also add to the fund balance.

RESERVES

Agency reserves will total approximately \$9.1 million at the end of FY 25. Agency reserves, including the fiscal reserve, are designated for a specific purpose and are as follows:

TABLE 5: PROPOSED RESERVES FY 25

| Reserves | Balance |
|---------------------------------|--------------------|
| Organics Processing Development | \$5,460,709 |
| Five Year Audit/Other Studies | \$110,000 |
| Building Maintenance | \$200,000 |
| Fiscal | \$2,100,000 |
| Pension | \$1,210,482 |
| Total | \$9,081,191 |

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 25. Multiple organics facilities have gone through the ColWMP amendment and conformance finding process and are in various stages of development, with no need for Agency financing. Given that, the Agency will continue to allocate some portion of the OPD funds, when needed, toward projects that promote increased participation in existing residential and commercial organic waste reduction programs.

PENSION RESERVE

The Pension Reserve was established in 2015 to partially offset the Agency's unfunded pension liability. This reserve is currently over \$1.2 million.

The Agency had met its goal of achieving at least a 95 percent pension funded status and briefly reached 100.6 percent prior to the market changes that impacted CalPERS investments. Based on the latest information from the CalPERS actuary, the Agency is approximately 91 percent funded. Staff is not proposing an additional discretionary payment in FY 25 as market conditions appear to be improving, which should result in a higher funded status. Staff will continue to work closely with the CalPERS actuary with respect to market conditions to determine if additional discretionary payments are needed in subsequent years.

FISCAL RESERVE

The Fiscal Reserve was established to offset any declines in revenue that could occur during the year. This reserve is currently \$2.1 million.

FIVE-YEAR AUDIT/OTHER STUDIES RESERVE

This reserve was established to pay for the periodic Recycling Board five-year audit and other studies that may be required on an infrequent basis. As previously mentioned, funding for the first phase of the five-year audit will come from available fund balance in FY 25. Staff is proposing to transfer \$25,000 from available fund balance to this reserve in preparation for the second phase of the five-year audit. With this transfer the reserve will total \$110,000.

BUILDING MAINTENANCE RESERVE

This reserve was established to pay for any capital costs related to the Agency's building. The Agency budgets for repairs and other costs related to the building in the annual operating budget. However, given that the building is now more than 17 years old, it is fiscally prudent to maintain a reserve for larger capital repairs. Fortunately, the Agency was able to use prior year encumbrances and operating funds in FY 24 to fund a new HVAC system. However, as operating budgets become more constrained, there may be more reliance on this reserve to address future capital costs. Funding for this reserve comes from available fund balance and totals \$200,000.

Estimated fund balances available and schedules of reserves are shown on pages III-5 – III-6.

III. FINANCIAL ATTACHMENTS

EXPENDITURES BY FUNDING SOURCE FY 25

| | Waste Management Authority | | | | Energy Council | Recycling Board | | | | | TOTAL | | |
|---|----------------------------|---------------|-----------------|----------|----------------|---------------------|----------------|---------------------|--------------------|----------------------------|--------------|-----------------------|-------------------------|
| | 21 - 939 Fee | 22 - External | 24 - Mitigation | 28 - HHW | | 40 - Energy Council | 27 - Municipal | 30 - Administration | 31 - Discretionary | 32 - Grants to Non-Profits | | 33 - Source Reduction | 34 - Market Development |
| Discretionary | | | | | | | | | | | | | |
| 1160 Circular Economy in Building Materials | 43 | - | - | - | - | - | - | - | - | - | 390 | - | \$ 432,795 |
| 1220 Food Waste Reduction | 587 | - | 294 | - | - | - | - | - | 294 | - | - | - | \$ 1,174,985 |
| 1229 Food Waste Reduction (GNP) | - | - | - | - | - | - | - | 575 | - | - | - | - | \$ 575,144 |
| 1260 Compost & Mulch | 95 | - | - | - | - | - | - | - | - | 539 | - | - | \$ 634,153 |
| 2040 Resources for Upstream Projects | - | - | - | - | - | - | - | 295 | - | - | 295 | - | \$ 589,552 |
| 2049 Resources for Upstream Projects (For Profit) | 69 | - | - | - | - | - | - | - | - | - | 69 | - | \$ 138,000 |
| 2140 SB 1383 Implementation | 1,420 | - | 304 | - | - | - | 101 | - | - | - | 203 | - | \$ 2,028,057 |
| 3210 Property Management | - | - | 161 | - | - | - | - | - | - | - | - | - | \$ 161,190 |
| 3230 Member Agency Advisory Groups | 284 | - | - | - | - | - | - | - | - | - | - | - | \$ 284,111 |
| 3240 Fee Enforcement | - | - | 246 | - | - | - | - | - | - | - | - | - | \$ 246,068 |
| 3280 Reusable Bags & Foodware | 290 | - | - | - | - | - | - | 207 | - | 331 | - | - | \$ 828,709 |
| 3290 SB 54 Plastic Pollution Prevention | 32 | - | - | - | - | - | - | - | - | 292 | - | - | \$ 324,145 |
| 3410 General Planning | 301 | - | - | - | - | - | - | - | - | - | - | - | \$ 300,532 |
| 3460 Recycling Board Five-Year Audit | - | - | - | - | - | - | - | - | 34 | - | - | - | \$ 34,293 |
| 3510 Agency Communications | 552 | - | 552 | - | - | - | 34 | 328 | - | 259 | - | - | \$ 1,724,008 |
| 3519 Agency Communication (GNP) | - | - | - | - | - | - | - | - | 23 | - | - | - | \$ 22,500 |
| 3530 Legislation | 219 | - | - | - | - | - | - | - | - | - | - | - | \$ 219,098 |
| 3539 Legislation (GNP) | - | - | - | - | - | - | - | - | 50 | - | - | - | \$ 50,000 |
| 3580 Schools Engagement | 1,073 | - | - | - | - | - | 83 | 495 | - | - | - | - | \$ 1,650,944 |
| 3600 Community Engagement | 456 | - | - | - | - | - | - | 114 | - | - | - | - | \$ 569,895 |
| 3700 Project Development & Evaluation Resources | 519 | - | - | - | - | - | - | - | - | - | - | - | \$ 518,999 |
| Total Discretionary | 5,940 | - | 1,557 | - | - | - | 218 | 1,144 | 977 | 1,176 | 1,495 | - | \$ 12,507,177 |

Annual

Numbers within the tables are rounded to the nearest 1,000

EXPENDITURES BY FUNDING SOURCE FY 25

| | Waste Management Authority | | | | Energy Council | Recycling Board | | | | | | TOTAL | |
|--|----------------------------|---------------|-----------------|----------|----------------|---------------------|----------------|---------------------|--------------------|----------------------------|-----------------------|-------|-------------------------|
| | 21 - 939 Fee | 22 - External | 24 - Mitigation | 28 - HHW | | 40 - Energy Council | 27 - Municipal | 30 - Administration | 31 - Discretionary | 32 - Grants to Non-Profits | 33 - Source Reduction | | 34 - Market Development |
| Energy Council External | | | | | | | | | | | | | |
| 1310 Multifamily DOE Buildings Upgrade Prize | - | - | - | - | 185 | - | - | - | - | - | - | - | \$ 185,000 |
| 1311 Heat Pump Water Heaters | - | - | - | - | 570 | - | - | - | - | - | - | - | \$ 569,819 |
| 1316 Climate Pollution Reduction Grant | - | - | - | - | 76 | - | - | - | - | - | - | - | \$ 76,380 |
| 1341 Panel Upgrade Pilot | - | - | - | - | 224 | - | - | - | - | - | - | - | \$ 223,611 |
| 1347 BayREN | - | - | - | - | 9,109 | - | - | - | - | - | - | - | \$ 9,109,173 |
| 1349 Energy Council Incubator | - | - | - | - | 197 | - | - | - | - | - | - | - | \$ 197,328 |
| Total Energy Council External | - | - | - | - | 10,361 | - | - | - | - | - | - | - | \$ 10,361,312 |
| HHW | | | | | | | | | | | | | |
| 2312 HHW Facilities | - | - | - | 8,287 | - | - | - | - | - | - | - | - | \$ 8,287,106 |
| Total HHW | - | - | - | 8,287 | - | - | - | - | - | - | - | - | \$ 8,287,106 |
| Passthrough | | | | | | | | | | | | | |
| 1210 Recycled Product Purchase Preference | - | - | - | - | - | - | - | - | - | - | - | 456 | \$ 456,225 |
| 2220 Measure D Disbursement | - | - | - | - | - | 4,972 | - | - | - | - | - | - | \$ 4,972,476 |
| Total Passthrough | - | - | - | - | - | 4,972 | - | - | - | - | - | 456 | \$ 5,428,701 |
| WMA External | | | | | | | | | | | | | |
| 1313 UCB Climate Action Planning Tool | - | 86 | - | - | - | - | - | - | - | - | - | - | \$ 85,522 |
| 2142 Additional Oakland TA - ORRO | - | 70 | - | - | - | - | - | - | - | - | - | - | \$ 70,000 |
| 2311 Used Oil Recycling Grant | - | 78 | - | - | - | - | - | - | - | - | - | - | \$ 77,500 |
| 3021 Misc Grants | - | 300 | - | - | - | - | - | - | - | - | - | - | \$ 300,000 |
| 3031 Retiree Health Payment | - | 332 | - | - | - | - | - | - | - | - | - | - | \$ 331,754 |
| 3211 Conservation Easement | - | 57 | - | - | - | - | - | - | - | - | - | - | \$ 57,367 |
| 3416 ColWMP Amendments | - | 15 | - | - | - | - | - | - | - | - | - | - | \$ 14,629 |
| Total WMA External | - | 937 | - | - | - | - | - | - | - | - | - | - | \$ 936,771 |
| Total Annual | 5,940 | 937 | 1,557 | 8,287 | 10,361 | 4,972 | 218 | 1,144 | 977 | 1,176 | 1,495 | 456 | \$ 37,521,067 |

Numbers within the tables are rounded to the nearest 1,000

EXPENDITURES BY FUNDING SOURCE FY 25

| | Waste Management Authority | | | | Energy Council | Recycling Board | | | | | TOTAL | | | | | |
|--------------------------------------|----------------------------|---------------|-----------------|--------------|----------------|---------------------|----------------|---------------------|--------------------|----------------------------|--------------|-----------------------|-------------------------|-----------------------|---|------------|
| | 21 - 339 Fee | 22 - External | 24 - Mitigation | 28 - HHW | | 40 - Energy Council | 27 - Municipal | 30 - Administration | 31 - Discretionary | 32 - Grants to Non-Profits | | 33 - Source Reduction | 34 - Market Development | 35 - Recycled Product | | |
| One Time | | | | | | | | | | | | | | | | |
| Discretionary | | | | | | | | | | | | | | | | |
| 3469 Recycling Board Five Year Audit | - | - | - | - | - | - | - | 55 | - | - | - | - | - | - | - | \$ 110,000 |
| Total Discretionary | - | - | - | - | - | - | - | 55 | - | - | - | - | - | - | - | \$ 110,000 |
| Total One Time | - | - | - | - | - | - | - | 55 | - | - | - | - | - | - | - | \$ 110,000 |
| Total Expenditures | \$5,940,450 | \$936,771 | \$1,556,895 | \$8,287,106 | \$10,361,312 | \$4,972,476 | \$273,430 | \$1,144,001 | \$1,031,713 | \$1,175,561 | \$1,495,128 | \$456,225 | \$37,631,067 | | | |
| Total Revenues | \$5,662,272 | \$936,771 | \$1,202,099 | \$7,426,895 | \$10,338,401 | \$4,972,476 | \$295,164 | \$1,213,970 | \$912,449 | \$912,449 | \$912,449 | \$456,225 | \$35,241,621 | | | |
| Revenues Minus Expenditures | (\$ 278,177) | - | (\$ 354,796) | (\$ 860,211) | (\$ 22,911) | - | \$ 21,734 | \$ 69,969 | (\$ 119,263) | (\$ 263,112) | (\$ 582,678) | - | (\$ 2,389,446) | | | |

Numbers within the tables are rounded to the nearest 1,000

REVENUE BY FUNDING SOURCE FY 25

| | Waste Management Authority | | | | Energy Council | Recycling Board | | | | | TOTAL | | | |
|------------------------------------|----------------------------|---------------|---------------------|---------------------|--------------------|---------------------|------------------|---------------------|---------------------|----------------------------|---------------------|-----------------------|-------------------------|-----------------------|
| | 21 - 939 Fee | 22 - External | 24 - Mitigation | 28 - HHW | | 40 - Energy Council | 27 - Municipal | 30 - Administration | 31 - Discretionary | 32 - Grants to Non-Profits | | 33 - Source Reduction | 34 - Market Development | 35 - Recycled Product |
| Revenues | | | | | | | | | | | | | | |
| Citation Revenue | - | - | 230 | - | - | - | - | - | - | - | - | - | - | \$230,000 |
| Grant Revenue | - | 533 | - | - | 10,273 | - | - | - | - | - | - | - | - | \$10,806,267 |
| HHW Property Tax Revenue | - | - | - | 4,812 | - | - | - | - | - | - | - | - | - | \$4,811,789 |
| Interest Revenue | 101 | - | 138 | 231 | 15 | 10 | 21 | 119 | - | - | - | - | - | \$636,300 |
| Other External Revenue | - | 346 | - | - | - | - | - | - | - | - | - | - | - | \$346,383 |
| Property Revenue | - | 57 | 525 | - | 50 | - | - | - | - | - | - | - | - | \$632,263 |
| Tonnage Revenue | 5,562 | - | 309 | 2,384 | - | 4,962 | 274 | 1,095 | 912 | 912 | 912 | 456 | 456 | \$17,778,619 |
| Total Revenues | 5,662 | 937 | 1,202 | 7,427 | 10,338 | 4,972 | 295 | 1,214 | 912 | 912 | 912 | 456 | 456 | \$35,241,621 |
| Expenditures | | | | | | | | | | | | | | |
| Total Expenditures | 5,940 | 937 | 1,557 | 8,287 | 10,361 | 4,972 | 273 | 1,144 | 1,032 | 1,176 | 1,495 | 456 | 456 | \$37,631,067 |
| Revenues Minus Expenditures | (\$ 278,177) | - | (\$ 354,796) | (\$ 860,211) | (\$ 22,911) | - | \$ 21,734 | \$ 69,969 | (\$ 119,263) | (\$ 263,112) | (\$ 582,676) | - | - | (\$ 2,389,446) |

Numbers within the tables are rounded to the nearest 1,000

AVAILABLE FUND BALANCES REPORT FY 25

| | Waste Management Authority | | | | Energy Council | Recycling Board | | | | | TOTAL | | |
|---|----------------------------|---------------|--------------------|---------------------|------------------|---------------------|------------------|---------------------|--------------------|----------------------------|------------------|-----------------------|-------------------------|
| | 21 - 939 Fee | 22 - External | 24 - Mitigation | 28 - HHW | | 40 - Energy Council | 27 - Municipal | 30 - Administration | 31 - Discretionary | 32 - Grants to Non-Profits | | 33 - Source Reduction | 34 - Market Development |
| Audited - 06/30/2023 | 8,852 | (20) | 3,988 | 16,964 | 477 | 3 | 315 | 160 | 670 | 558 | 876 | 191 | \$ 33,034,556 |
| Net Revenue/Expense 2024 | (256) | | (778) | (1,617) | | | (316) | 235 | (473) | (212) | (260) | | (\$3,676,759) |
| 2024 Adjustments | | 20 | | | | (3) | | | | | | | \$ 16,805 |
| Projected Fund Balance 7/1/2024 | \$8,595,765 | - | \$3,210,053 | \$15,347,372 | \$477,374 | - | (\$1,314) | \$394,815 | \$197,247 | \$345,672 | \$616,617 | \$191,001 | \$ 29,374,603 |
| Revenues | 5,662 | 937 | 1,202 | 7,427 | 10,338 | 4,972 | 295 | 1,214 | 912 | 912 | 912 | 456 | \$ 35,241,621 |
| Expenses | (5,940) | (937) | (1,557) | (8,287) | (10,361) | (4,972) | (273) | (1,144) | (1,032) | (1,176) | (1,495) | (456) | (\$37,631,067) |
| Net Reserve Transfer | | | | | | | (5) | | (20) | | | | (\$25,000) |
| Projected Fund Balance 6/30/2025 | \$8,317,588 | - | \$2,855,257 | \$14,487,161 | \$454,463 | - | \$15,420 | \$484,784 | \$57,984 | \$82,560 | \$33,939 | \$191,001 | \$ 26,960,157 |

| Fund Category | Discretionary | All |
|----------------------------|----------------------|----------------------|
| Waste Management Authority | 11,172,845 | 25,660,006 |
| Energy Council | - | 454,463 |
| Recycling Board | 654,687 | 845,688 |
| Total | \$ 11,827,532 | \$ 26,960,157 |

Numbers within the tables are rounded to the nearest 1,000

RESERVES SCHEDULE REPORT FY 25

| Waste Management Authority | | Recycling Board | | | | TOTAL |
|----------------------------|-----------------|------------------|---------------------|--------------------|----------------------------|-------|
| 21 - 939 Fee | 24 - Mitigation | 26 - RB Pre-1994 | 30 - Administration | 31 - Discretionary | 32 - Grants to Non-Profits | |

Organics Processing Development

| | | | | | | | |
|--------------------------------|---|--------------|---|---|---|---|---------------------|
| Projected Balance - 07/01/2024 | - | 5,461 | - | - | - | - | \$ 5,460,709 |
| Transfers In | - | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - | - |
| BALANCE 6/30/2025 | - | 5,461 | - | - | - | - | \$ 5,460,709 |

Five Year Audit/Study

| | | | | | | | |
|--------------------------------|---|-----------|---|-----------|---|-----------|-------------------|
| Projected Balance - 07/01/2024 | - | 20 | - | 15 | - | 50 | \$ 85,000 |
| Transfers In | - | - | - | 5 | - | 20 | \$ 25,000 |
| Transfers Out | - | - | - | - | - | - | - |
| BALANCE 6/30/2025 | - | 20 | - | 20 | - | 70 | \$ 110,000 |

Building Maintenance

| | | | | | | | |
|--------------------------------|---|-----------|---|-----------|-----------|---|-------------------|
| Projected Balance - 07/01/2024 | - | 70 | - | 80 | 50 | - | \$ 200,000 |
| Transfers In | - | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - | - |
| BALANCE 6/30/2025 | - | 70 | - | 80 | 50 | - | \$ 200,000 |

Fiscal

| | | | | | | | |
|--------------------------------|--------------|---|------------|---|---|---|---------------------|
| Projected Balance - 07/01/2024 | 1,405 | - | 695 | - | - | - | \$ 2,100,000 |
| Transfers In | - | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - | - |
| BALANCE 6/30/2025 | 1,405 | - | 695 | - | - | - | \$ 2,100,000 |

Pension

| | | | | | | | |
|--------------------------------|---|--------------|---|---|---|---|---------------------|
| Projected Balance - 07/01/2024 | - | 1,210 | - | - | - | - | \$ 1,210,482 |
| Transfers In | - | - | - | - | - | - | - |
| Transfers Out | - | - | - | - | - | - | - |
| BALANCE 6/30/2025 | - | 1,210 | - | - | - | - | \$ 1,210,482 |

| | | | | | | | |
|--------------------|--------------------|--------------------|------------------|------------------|-----------------|-----------------|---------------------|
| GRAND TOTAL | \$1,405,019 | \$6,761,191 | \$694,981 | \$100,000 | \$50,000 | \$70,000 | \$ 9,081,191 |
|--------------------|--------------------|--------------------|------------------|------------------|-----------------|-----------------|---------------------|

Numbers within tables are rounded to the Nearest 1,000

IV. PROJECT CHARTERS

Project Manager: Alma Freeman

Funding Category: Discretionary

Advances Agency’s circular economy goals and mission through communications technical assistance, tools, and resources. Supports internal communications and collaborative resources across Agency.

DESCRIPTION

Provides Alameda County residents, schools, and businesses with easy access to information on upstream waste prevention, climate change action, and recycling and composting properly through outreach, campaigns, tools, and resources. Supports internal communications and coordinates resources across projects to ensure Agency messages and priorities are aligned. Supports member agencies and stakeholders with effective messaging and outreach strategies.

FY 24 ACCOMPLISHMENTS

- Educated residents, businesses, and schools with waste prevention resources via website, phone, email, social media, and RE:Source guide.
- Engaged nearly 300,000 users on Agency website and nearly 350,000 search queries via RE:Source guide.
- Implemented improvements to RE:Source guide based on recent usability study and ADA screening evaluation.
- Implemented media campaign to promote the RE:Source guide focused on reuse, repair, recycling, and safe disposal of medications, electronics, clothing, bulky, and other hard to dispose items.
- Initiated integration of RE:Source promotion with Household Hazardous Waste program.
- Identified opportunities and constraints for more consistent curbside collection acceptability lists across Alameda County jurisdictions in alignment with new laws such as SB 1383 and SB 54.
- Supported Agency projects, member agencies, and haulers with consistent and centralized curbside information and messaging through the RE:Source guide, social media, and information services.
- Developed Inclusive Communication Principles to foster consistency and clarity in our internal and external communications.

UPCOMING INITIATIVES

- Operate and maintain Agency online communication resources such as websites, newsletters, topic briefs, and social media channels. (O)
- Develop monthly social media kits for board members and member agencies to disseminate outreach content; develop kits for campaigns as needed. (O)
- Build Agency capacity for translation and multilingual communication; support project teams as needed. (O)
- Complete Shared Language Guide in partnership with Equity and Empowerment team. (O)
- Oversee strategic rebranding and website revamp process. (N)
- Further align messaging around organics including compostable plastics aligned with SB 1383 and SB 54, and proper curbside sorting and waste prevention. (N)
- Expand scope of the RE:Source guide to include more reuse and repair vendors, as well as upstream retail options. (N)

PROJECT COSTS, FY 25

| Project # | 3510 | 3519* | Total |
|--------------------|--------------------|-----------------|--------------------|
| FTEs | 3.62 | - | 3.62 |
| Hard Costs | \$210,695 | \$22,500 | \$233,195 |
| Labor + Overhead | \$1,513,313 | - | \$1,513,313 |
| Total Costs | \$1,724,008 | \$22,500 | \$1,746,508 |

FUNDING SOURCES, FY 25

| Project # | 3510 | 3519* | Total |
|------------------------|-----------|----------|-----------|
| 939 Fee | \$551,683 | - | \$551,683 |
| Mitigation | \$551,683 | - | \$551,683 |
| RB Administration | \$34,480 | - | \$34,480 |
| RB Discretionary | \$327,562 | - | \$327,562 |
| RB Source Reduction | \$258,601 | - | \$258,601 |
| RB Grant to Non Profit | - | \$22,500 | \$22,500 |

* Related subproject holding one-time expenses or specific funding requirements

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Heather Larson

Funding Category: Discretionary

Supports local entrepreneurs and construction teams to advance a circular economy through new services, business models, and products.

DESCRIPTION

Supports incumbent and emergent businesses offering products and services that advance a circular economy in the construction sector. Key partners include those that joined the Bay Area Construction Innovation Cluster (BACIC), which received a Build Back Better Regional Challenge Phase 1 award. Examples include deconstruction and resale businesses, manufacturers of products that use waste feedstock or are made for future reuse, and those sharing circular economy solutions that provide equitable community benefits and product-as-a-service business models. Builds on Agency’s existing work to create stakeholder networks to allow entities to connect, grow upstream services and infrastructures, share resources, and form partnerships.

FY 24 ACCOMPLISHMENTS

- Released white paper on bio-based construction materials and hosted BACIC members in roundtable to disseminate report findings.
- Tracked Palo Alto’s Deconstruction Ordinance.
- Introduced technical assistance to construction projects that incorporate circular, material-efficient, and low-carbon building materials or practices.
- Profiled and promoted emerging circular and low-carbon building material product manufacturers in the Bay Area.
- Supported the development of grant applications by Agency partners as part of BACIC.

UPCOMING INITIATIVES

- Maintain partnerships to advance circular solutions and businesses with Laney College, Build It Green, Carbon Leadership Forum, the Bay Area Deconstruction Working Group, and others. (O)
- Provide technical assistance to 3-5 multifamily or municipal projects to incorporate carbon storing materials, optimize implementation of embodied carbon policies, conduct life cycle analysis, develop product specifications, and develop case studies. (O)
- Coordinate with BACIC partners including Turner Center on feasibility for citing a Construction Innovation Center. (O)
- Finalize Embodied Carbon Calculator. (O)
- Convene BACIC partners quarterly. (O)
- Support the establishment of a Building Materials Reuse marketplace to encourage building deconstruction and reuse policies. (N)
- Coordinate Building Materials Market Impacts study funded in General Planning project. (N)
- Conduct biomaterials supply chain analysis building upon Arup’s Bio-Based Construction Materials white paper. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 1160 |
| FTEs | 0.77 |
| Hard Costs | \$29,100 |
| Labor + Overhead | \$403,695 |
| Total Costs | \$432,795 |

FUNDING SOURCES, FY 25

| | |
|-----------------------|-----------|
| Project # | 1160 |
| 939 Fee | \$43,280 |
| RB Market Development | \$389,516 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Jeannie Pham & Trevor Probert

Funding Category: Discretionary

Partners and networks with community-based food growers and composters to reduce waste, expand composting capacity, and build a healthy regional food system.

DESCRIPTION

Provides ongoing support to community-based food growers and composters through technical assistance and partnership development activities, with an emphasis on building partners’ capacity to reduce food waste, make high-quality compost, and build healthy soil for the purpose of growing and distributing food. Also facilitates networking activities between community partners to share resources, collaborate on public education, and connect with member agencies.

FY 24 ACCOMPLISHMENTS

- Produced Compost Happens educational video and started production of two additional videos.
- Trained 16 composters through StopWaste Environmental Educator Training (SWEET) program to build capacity at their sites managing organics and growing local food, and to support as educators.
- Expanded residential access to compost by assisting member agencies and urban farmers with established Compost Hubs in Alameda, Albany, Livermore, and Piedmont; helped establish new Compost Hubs in Fremont, Hayward, Oakland, and Union City.
- Facilitated first Compost Hub Network Gathering to share best practices, identify needs, and deepen relationships between member agencies and farm partners.
- Provided on-site composting technical assistance to eight food growers and composters.
- Conducted three learning session site visits with faith-based partner organizations.
- Partnered with Zone 7 and City of Livermore on a Lawn Conversion Party.
- Promoted 38 partner workshops and community events for the public on Agency’s website.

UPCOMING INITIATIVES

- Hold fall 2024 SWEET program. (O)
- Expand on-site composting technical assistance by increasing staff hours and widening net to small-mid scale, community-based generators and composters. (O)
- Shift to focus on improving existing Compost Hubs and leveraging them for public education; act as liaison between member agencies and urban farm partners. (O)
- Continue to facilitate the Compost Hub Network gatherings. (O)
- Host a bi-yearly gathering event for food recovery organizations, farms, faith-based organizations, and food system partners in the county to strengthen existing partnerships, foster regional collaboration, and articulate the value of their services. (N)
- Map existing and new food system partners operating in the county with support from consultant. (N)
- Explore models of land security for food growers and composters through learning sessions with identified partners with unique land arrangements. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 3600 |
| FTEs | 1.60 |
| Hard Costs | \$56,625 |
| Labor + Overhead | \$513,270 |
| Total Costs | \$569,895 |

FUNDING SOURCES, FY 25

| | |
|------------------|-------------|
| Project # | 3600 |
| 939 Fee | \$455,916 |
| RB Discretionary | \$113,979 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Kelly Schoonmaker

Funding Category: Discretionary

Supports compost use, production of quality compost, and member agency compliance with SB 1383.

DESCRIPTION

Focuses on increasing the availability, access to, and quality of local, recycled compost and mulch. Through strategic partnerships and collaboration, provides education on compost use to landscape professionals, public agencies, land managers, farms, vineyards, and ranches; supports expansion of on-site composting especially for difficult-to-manage organics; supports innovation in organics processing and compost use; and creates and supports policies that increase the availability and use of quality compost and mulch. Supports member agencies to meet compost procurement and organics processing requirements mandated by SB 1383. Additionally, serves as a technical resource on organics-related issues and policies.

FY 24 ACCOMPLISHMENTS

- With input from local jurisdictions and composters, collaborated with Legislation project and Agency lobbyist to sponsor AB 2346, adjusting SB 1383 procurement requirements for cost reduction, flexibility for member agencies, and faster progress toward market development and greenhouse gas reduction goals.
- Began SB 1383 organics processing capacity study for 2024 reporting to CalRecycle.
- Convened Alameda County SB 1383 procurement network of composters, compost suppliers, and member agencies.
- Continued compost donation to community organizations and pilot compost hubs in collaboration with Community Engagement project.
- Continued research on the effects of compost application on soil carbon sequestration in the built landscape, in partnership with U.C. Merced and Cities of Dublin and Pleasanton.
- In partnership with the Alameda County Resource Conservation District (RCD) and County of Alameda, continued development of compost procurement and healthy soils program for farmers and ranchers to meet SB 1383 procurement requirements.

UPCOMING INITIATIVES

- Continue to support member agencies to ensure compliance with SB 1383. (O)
- Complete organics processing capacity study required by SB 1383. (O)
- Provide targeted education and technical assistance to train professionals and public agencies on the use and making of compost, as well as regulatory compliance. (O)
- Cultivate partnerships with industry stakeholders by taking a leadership role in industry organizations, offering sponsorship and grants, and collaborating with entities like East Bay Regional Park District, water agencies, RCD, PG&E, and others. (O)
- Continue work on AB 2346 to ensure passage of bill that reflects Agency priorities. (O)
- Support expansion of organics processing capacity through mid-size on-site composting. (N)
- Partner with Agency projects to develop closed-loop regional food system that reduces surplus food and organic waste, produces quality compost, and provides equitable access to healthy food. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 1260 |
| FTEs | 1.25 |
| Hard Costs | \$95,200 |
| Labor + Overhead | \$538,953 |
| Total Costs | \$634,153 |

FUNDING SOURCES, FY 25

| | |
|-----------------------|-----------|
| Project # | 1260 |
| 939 Fee | \$95,123 |
| RB Market Development | \$539,030 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Else Lebsack

Funding Category: Discretionary

Enforces ordinances to promote fairness and impartiality by requiring all haulers that dispose of Alameda County-sourced solid waste anywhere in the state or dispose of any solid waste at landfills within Alameda County to pay Alameda County Waste Management Authority (WMA) fees.

DESCRIPTION

Implements Alameda County Waste Management Authority Ordinance 2009-01 (939/Facility Fee) and other fee-related WMA ordinances. The 939/Facility Fee is charged as part of tipping fees by landfills and reported and remitted to WMA on a quarterly basis. Identify haulers who transport solid waste to out-of-county facilities by requesting annual weight ticket data from regional facilities and landfills that receive Alameda County waste. With data, conduct investigations and enforcement on haulers who have not reported and remitted fees for tonnage taken out-of-county.

FY 24 ACCOMPLISHMENTS

- Processed reports and payments from haulers reporting tonnage from Alameda County that was disposed of in non-Alameda County facilities.
- Conducted investigations and enforcement of haulers not reporting or remitting facility fees.
- Negotiated additional large settlement agreement with hauler who owed more than \$400,000 in past due fees.

UPCOMING INITIATIVES

- Represent WMA on statutory fee administration and authorization to regulated parties, government entities, legal counsels, CalRecycle, and other parties as needed. (O)
- Manage hauler data and coordinate with the state’s Recycling and Disposal Reporting System. (O)
- Investigate fee avoidance and work to bring haulers into compliance. (O)
- Implement improved data management tools to process weight ticket data received from landfills and to streamline Agency’s ability to track hauler fee payments. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 3240 |
| FTEs | 0.50 |
| Hard Costs | \$19,600 |
| Labor + Overhead | \$226,468 |
| Total Costs | \$246,068 |

FUNDING SOURCES, FY 25

| | |
|------------|-----------|
| Project # | 3240 |
| Mitigation | \$246,068 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Contributes to the reduction of food loss and waste in Alameda County by strategically supporting upstream prevention, upcycling, and recovery initiatives. Aims to build a healthy community food system aligned with SB 1383 Edible Food Recovery activities through partnerships with food recovery organizations, advocacy for supportive policies, securing stable funding, and facilitating collaborations across projects.

DESCRIPTION

The project aims to address food loss and waste issues comprehensively by engaging in activities ranging from direct support for food recovery efforts to advocacy for supportive policies and evaluation of existing campaigns. Collaboration and partnership-building are central to the approach, as the project seeks to leverage collective resources and expertise to achieve its goals and contribute to building a more resilient and sustainable food system in Alameda County.

FY 24 ACCOMPLISHMENTS

- Launched a fall/winter Stop Food Waste (SFW) digital campaign while updating messaging to highlight economic and food-saving strategies, with translation into Spanish.
- Developed and launched new campaign creative highlighting new produce groups with tips from community and chef partners. Campaign generated approximately 10 million impressions.
- The SFW website drew 120,000 visits and showcased over 20 new blog pieces.
- Distributed over 13,000 SFW tools and resources in English, Spanish, and Chinese.
- Six food waste cooking demos reaching 750 people held in partnership with the Ecology Center.
- Convened 10 Alameda County Food Recovery Network (ACFRN) meetings with over 50 food recovery organizations (FROs) to strengthen food recovery efforts in Alameda County.
- Audited Alameda County Department of Environmental Health (ACDEH) EFR inspections. Provided guidance to the ORRO team on procedures and policies for EFR enforcement, created a reference guide, and conducted a training for ACDEH inspectors.
- Updated EFR website landing page and collateral to include templates, tools, guides and resources for Tier 1 and Tier 2 businesses.
- Conducted a FRO waste audit to better understand the true cost of food recovery.
- Conducted an EFR Capacity Planning study and survey of 80+ Alameda County FROs and services to identify needs and prioritize tools, resources, and funding to increase the recovery of edible surplus food and connect food generators to FROs and services.
- Awarded 27 grants to FROs and others recovering and distributing over 2.5 million pounds of food.
- Granted 57 scales to 13 ACFRN organizations to support with food recovery tracking and reporting.

UPCOMING INITIATIVES

- Building on results from FRO waste audits, conduct a comprehensive analysis and estimation of the true cost of edible food recovery and share findings with ACFRN and Compost Hub Network to articulate value of FROs. (O)
- Participate in regional and state-wide coalitions to identify and advocate for the needs of food system partners through policy, legislation, and external funding opportunities. (O)
- Research new innovative food waste prevention and donation approaches to support Tier 1 and Tier 2 businesses to comply with SB 1383. (O)
- Administer and evaluate grant program for food waste reduction-related categories. (O)
- Evaluate SFW digital campaign and website while identifying opportunities to leverage and align SFW campaign with regional coalitions and partnerships to scale consumer messaging. (N)
- Assess and evaluate efficacy and community interest in SFW collateral distribution strategies. (N)
- Pilot new date label resource to collect feedback for future implementation of campaign. (N)
- Pilot and evaluate a multi-year capacity-building grants program using a trust-based funding approach. (N)
- Develop new support tools and collateral for Tier 1 and Tier 2 food generators that highlight opportunities to work with food waste solution providers and encourage upstream food waste prevention as a strategy for compliance with edible food recovery requirements. (N)
- Host regional gatherings with various stakeholders and existing networks including FROs, farms, faith-based organizations, and other food system partners to support existing partnerships, connect organizations working on shortening food production and supply chains, and help articulate their value in Alameda County. (N)

Upcoming Initiatives: (O) - Ongoing (N) - New

PROJECT COSTS, FY 25

| Project # | 1220 | 1229* | Total |
|--------------------|--------------------|------------------|--------------------|
| FTEs | 2.27 | 0.53 | 2.80 |
| Hard Costs | \$283,000 | \$360,500 | \$643,500 |
| Labor + Overhead | \$891,985 | \$214,644 | \$1,106,629 |
| Total Costs | \$1,174,985 | \$575,144 | \$1,750,129 |

FUNDING SOURCES, FY 25

| Project # | 1220 | 1229* | Total |
|------------------------|-----------|-----------|-----------|
| 939 Fee | \$587,492 | - | \$587,492 |
| Mitigation | \$293,746 | - | \$293,746 |
| RB Source Reduction | \$293,746 | - | \$293,746 |
| RB Grant to Non Profit | - | \$575,144 | \$575,144 |

* Related subproject holding one-time expenses or specific funding requirements

Upcoming Initiatives: (O) - Ongoing (N) - New

Identifies actions and projects that are aligned with the Agency’s Strategic Plan, furthering progress toward the landfill obsolescence goal established in the Countywide Integrated Waste Management Plan and Recycling Plan.

DESCRIPTION

Performs general planning duties for the Agency, including identifying actions and projects that advance the Agency’s progress toward the landfill obsolescence goal established in the CoIWMP and Recycling Plan. Furthers the work of the Strategic Planning process and Waste Characterization Study to help identify a materials management hierarchy to prioritize actions. Assists member agencies with climate work and provides planning support.

FY 24 ACCOMPLISHMENTS

- Assisted member agencies with the development of climate action plans, including incorporation of consumption-based emissions, embodied carbon, and carbon farming actions.
- Completed CoIWMP 5-Year Review report for CalRecycle.

UPCOMING INITIATIVES

- Respond to local, regional, and state plans and guidance, including the California Environmental Quality Act that address and reinforce Agency priorities. (O)
- Maintain the CoIWMP in accordance with adopted procedures and legal requirements. (O)
- Assist member agencies with climate action plan updates to incorporate emissions reduction strategies related to materials, embodied carbon, and adaptation measures using organic materials. (O)
- Analyze the results of the Waste Characterization Study to better understand the economic and environmental impacts of waste in the county. (N)
- Survey waste management facilities to understand their priorities and materials that cause the most issues with processing. (N)
- Evaluate which materials both pose a challenge in the processing or circularity of materials and for which the Agency has a unique opportunity or role to successfully intervene. (N)
- Through research, pilots, or studies, evaluate up to three Agency interventions to determine their efficacy in realizing 2- and 5-year outcomes. (N)
- Improve the data literacy of the Agency through cross-project data activities, brown bags, and trainings. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 3410 |
| FTEs | 0.52 |
| Hard Costs | \$60,500 |
| Labor + Overhead | \$240,032 |
| Total Costs | \$300,532 |

FUNDING SOURCES, FY 25

| | |
|------------------|-------------|
| Project # | 3410 |
| 939 Fee | \$300,532 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Jennifer West

Funding Category: Discretionary

Advances Agency priorities at the state level through partnerships, legislative advocacy, and relationship building.

DESCRIPTION

Promotes Agency priorities at the state level through legislative efforts and regulatory processes. Implements Agency programmatic priorities via strategic advocacy efforts, with a focus on upstream and circular economy solutions, as well as social equity and economic development. Partners with other agencies and coalitions to strengthen our collective voice.

FY 24 ACCOMPLISHMENTS

- Supported around 30 bills addressing Agency priorities.
- Coordinated efforts with multiple partners including California Product Stewardship Council, Californians Against Waste, National Stewardship Action Council, League of California Cities, Building Decarbonization Coalition, Local Government Sustainable Energy Coalition, ReScape, Container Recycling Institute, and others.
- Engaged member agency staff and provided input on the implementation of SB 1383.

UPCOMING INITIATIVES

- Monitor, analyze, and respond to legislation and regulations with input from Board. (O)
- Work with East Bay legislators to promote Agency priorities and raise the Agency profile. (O)
- Maintain and expand working relationships with established regional, state, and/or national organizations. (O)
- Provide technical and topic expertise to legislative teams on bills reflecting Agency priorities. (O)
- Sponsor AB 2346 to adjust SB 1383 procurement requirements by the state. (N)

PROJECT COSTS, FY 25

| Project # | 3530 | 3539* | Total |
|--------------------|------------------|-----------------|------------------|
| FTEs | 0.32 | - | 0.32 |
| Hard Costs | \$59,800 | \$50,000 | \$109,800 |
| Labor + Overhead | \$159,298 | - | \$159,298 |
| Total Costs | \$219,098 | \$50,000 | \$269,098 |

FUNDING SOURCES, FY 25

| Project # | 3530 | 3539* | Total |
|------------------------|-----------|----------|-----------|
| 939 Fee | \$219,098 | - | \$219,098 |
| RB Grant to Non Profit | - | \$50,000 | \$50,000 |

* Related subproject holding one-time expenses or specific funding requirements

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Jennifer West

Funding Category: Discretionary

Provides networking and educational opportunities to help member agency staff support each other and work more effectively in their communities on sustainability challenges.

DESCRIPTION

Provides coordinated agency-wide support for member agencies, with staffing for the Technical Advisory Committee (TAC) and Technical Advisory Group (TAG), comprised of staff from the Waste Management Authority and Energy Council’s member agencies, respectively. Provides information to member agencies on relevant regional coordination topics, such as energy efficiency and electrification programs, including solid waste franchise terms and contracts, rates and services, and program activities; gathers input from member agency staff on Energy Council external funding activities (BayREN). Supports member agency staff to exchange best practices and resources, and to seek grants and other external funding for their sustainability initiatives. Facilitates the Alameda County Recycling Markets Network.

FY 24 ACCOMPLISHMENTS

- Held monthly TAC and TAG meetings.
- Solicited input on implementation of Agency projects.
- Provided regular updates to TAC and TAG on topics of interest.
- Convened regular meetings of sub-groups to work toward implementing SB 1383, and facilitated member agency conversations with CalRecycle. Hosted special ad hoc topic sessions for TAG members to work across departments.
- Convened quarterly meetings of the Alameda County Recycling Markets Network to collaborate and discuss shift in the recycling landscape, including related legislation such as SB 54.
- Convened seven jurisdictional site visits to promote member agency and staff relationships, project understanding, and cross-departmental connections.

UPCOMING INITIATIVES

- Facilitate monthly TAC and TAG meetings, including support on implementation of SB 1383 and SB 54 regulations, and provide regular updates to TAC and TAG on Agency programs. (O)
- Activate jurisdiction-led interest groups on specific topics determined by member agencies. (O)
- Host a virtual platform for inter-jurisdictional communication and resource sharing. (O)
- Solicit input on Agency initiatives, including implementation of priority projects and Energy Council external fund-seeking activities. (O)
- Support cross-jurisdictional and regional proposal development for economic recovery funding for sustainability projects. (O)
- Facilitate the Alameda County Recycling Markets Network including periodic SB 54 subgroup meetings. (O)
- Support member agencies with Water Efficient Landscape Ordinance and SB 1383 implementation through trainings and procurement support, for ReScape rated landscapes. (O)
- Convene visits to member agencies throughout the county to strengthen relationships and project understanding. (O)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 3230 |
| FTEs | 0.54 |
| Hard Costs | \$25,500 |
| Labor + Overhead | \$258,611 |
| Total Costs | \$284,111 |

FUNDING SOURCES, FY 25

| | |
|------------------|-------------|
| Project # | 3230 |
| 939 Fee | \$284,111 |

Upcoming Initiatives: (O) - Ongoing (N) - New

PROJECT DEVELOPMENT & EVALUATION RESOURCES

3700

Project Manager: Miya Kitahara

Funding Category: Discretionary

Supports program staff in developing their projects for greater effectiveness, external fund seeking, and alignment with Agency goals and outcomes.

DESCRIPTION

Provides resources and develops tools to support internal project teams in assessing and communicating their impact and aligning their work with the Agency's goals and outcomes. Embeds strategic thinking capabilities into ongoing project planning and implementation, and improves cross-project decision-making within the Agency.

FY 24 ACCOMPLISHMENTS

- Supported projects to align with Agency strategic planning process.
- Supported projects by holding regular office hours of the Equity and Empowerment Team, conducting a retrospection activity to examine progress on equity, and engaging with staff to develop inclusive communications principles.

UPCOMING INITIATIVES

- Provide staff training and project team support on Agency goals and Organizational Guidelines. (O)
- Develop and/or refine decision-making tools for teams and internal coordination groups. (O)
- Develop viable grant proposals for external funding to be received by Agency or to fund partners' work that advances Agency mission. (O)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 3700 |
| FTEs | 0.93 |
| Hard Costs | \$100,000 |
| Labor + Overhead | \$418,999 |
| Total Costs | \$518,999 |

FUNDING SOURCES, FY 25

| | |
|-----------|-----------|
| Project # | 3700 |
| 939 Fee | \$518,999 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Kelly Schoonmaker

Funding Category: Discretionary

Manages the Agency’s Altamont Property consistent with the goals of the Countywide Integrated Waste Management Plan for reserve landfill capacity, passive revenue generation, and as a demonstration site to model regenerative and innovative management practices.

DESCRIPTION

Directly supports Countywide Integrated Waste Management Plan Policies 1.1.3: Maintain Alameda County Waste Management Authority (WMA)-owned property for contingency landfill space if additional cost-effective disposal capacity is needed; and 1.2.4: Test and demonstrate regenerative and sustainable property management practices on WMA-owned land and buildings. Provides property management services and oversight for WMA-owned property in the Altamont Pass area. Management and oversight includes property maintenance, lease development, cattle grazing licensing, tenant management, and other land-related activities.

FY 24 ACCOMPLISHMENTS

- Amended leasing ordinance to allow the use of simplified bid procedure for monthly rents.
- Began perimeter fence replacement at Parcel 6.
- Completed corral replacement and repair.

UPCOMING INITIATIVES

- Oversee property maintenance and manage easements, leases, and licenses. (O)
- Represent the WMA as property manager in all transactions and management of WMA property. (O)
- Oversee collection of revenue from lessees and licensees. (O)

PROJECT COSTS, FY 25

| Project # | 3210 | 3211* | Total |
|--------------------|------------------|-----------------|------------------|
| FTEs | 0.21 | 0.01 | 0.22 |
| Hard Costs | \$58,500 | \$50,000 | \$108,500 |
| Labor + Overhead | \$102,690 | \$7,367 | \$110,057 |
| Total Costs | \$161,190 | \$57,367 | \$218,557 |

FUNDING SOURCES, FY 25

| Project # | 3210 | 3211* | Total |
|-------------------|-----------|----------|-----------|
| Mitigation | \$161,190 | - | \$161,190 |
| Externally Funded | - | \$57,367 | \$57,367 |

* Related subproject holding one-time expenses or specific funding requirements

Upcoming Initiatives: (O) - Ongoing (N) - New

RECYCLING BOARD FIVE-YEAR AUDIT

Project Manager: Jennifer West

Funding Category: Discretionary

DESCRIPTION

Provides for a five-year financial compliance and programmatic Recycling Board Audit, as per Measure D. Financial audit occurs in two phases, while program audit should be coordinated with Phase II of the Financial audit (programmatic to cover all five years). Audit covers both Agency and member agencies.

UPCOMING INITIATIVES

- The Measure D Financial Audit happens every five years in two phases. The Programmatic Audit happens every five years and aligns with the second phase of the Financial Audit. In FY 25, an RFP will be conducted to select auditors for both audits. (O)
- Coordinate activities with selected auditor, Agency staff, and member agency staff to ensure all required data are accessible for audit review. (N)

PROJECT COSTS, FY 25

| Project # | 3460 | 3469* | Total |
|--------------------|-----------------|------------------|------------------|
| FTEs | 0.07 | - | 0.07 |
| Hard Costs | - | \$110,000 | \$110,000 |
| Labor + Overhead | \$34,293 | - | \$34,293 |
| Total Costs | \$34,293 | \$110,000 | \$144,293 |

FUNDING SOURCES, FY 25

| Project # | 3460 | 3469* | Total |
|------------------------|----------|----------|----------|
| RB Grant to Non Profit | \$34,293 | \$55,000 | \$89,293 |
| RB Administration | - | \$55,000 | \$55,000 |

* Related subproject holding one-time expenses or specific funding requirements

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Meri Soll

Funding Category: Discretionary

Supports work that emphasizes waste prevention over the need for disposal, recycling, and composting.

DESCRIPTION

Provides funding, technical support, and resources to entities conducting innovative projects that incorporate reuse, repair, deconstruction, product or process redesign, reduction, and redistribution of goods and other materials. Helps stimulate economic activity in the reuse and recovery sectors and enables partnerships within the upstream community to increase infrastructure and services. Serves as hub for all Agency waste prevention grant funding.

FY 24 ACCOMPLISHMENTS

- Refined web-based platform to streamline the grant application and review process.
- Conducted extensive outreach activities to solicit grant applicants for six grant categories; received 110 applications requesting over \$2.5 million in funding.
- Conducted outreach efforts centering equity—distributed promotional materials in English, Spanish, Chinese, and Vietnamese, offered technical assistance, and cultivated new relationships with community organizations for future promotion.
- Processed and managed 30 grant funding agreements from FY 23 distributing \$355,000 for the Reuse and Repair and Transport Packaging categories; ensured deliverables and schedules were properly met.

UPCOMING INITIATIVES

- Develop, execute, and monitor funding agreements for selected grantees. (O)
- Convene quarterly Reuse and Repair Stakeholder Group meetings to offer networking and matchmaking opportunities to support and expand reusable infrastructure and services. (O)
- In coordination with Food Waste Reduction project, and with assistance from external consultants, conduct a thorough evaluation of the grants program to identify potential changes for improvement such as shifting to a multi-year cycle, prioritizing faith-based communities, and streamlining the grant funding process. (N)
- Test new structure for Reuse and Repair Stakeholder Group to highlight different sectors at convenings. (N)
- Coordinate review, award, and contract execution for six grant categories and implement new approaches and recommendations from evaluation. (N)
- Provide grant writing and application support to pursue funding opportunities. (N)
- Develop RFP/RFQ to improve and expand repair services and infrastructure in Alameda County by offering incentives and direct support as an alternative to grants available. (N)

PROJECT COSTS, FY 25

| Project # | 2040 | 2049* | Total |
|--------------------|------------------|------------------|------------------|
| FTEs | 0.79 | - | 0.79 |
| Hard Costs | \$215,500 | \$138,000 | \$353,500 |
| Labor + Overhead | \$374,052 | - | \$374,052 |
| Total Costs | \$589,552 | \$138,000 | \$727,552 |

FUNDING SOURCES, FY 25

| Project # | 2040 | 2049* | Total |
|------------------------|-----------|----------|-----------|
| RB Grant to Non Profit | \$294,776 | - | \$294,776 |
| RB Market Development | \$294,776 | \$69,000 | \$363,776 |
| 939 Fee | - | \$69,000 | \$69,000 |

* Related subproject holding one-time expenses or specific funding requirements

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Meri Soll

Funding Category: Discretionary

Advances reusable infrastructure and adoption in Alameda County through policy, innovation support and grants, and education. Implements and enforces Reusable Bag Ordinance 2016-2.

DESCRIPTION

Develops policy, infrastructure, and capacity for greater adoption of reusable foodware and bags in Alameda County. Provides coordinated outreach and technical assistance for both reusable bags and foodware, as well as oversee Reusable Bag Ordinance enforcement, which affects 14,000 stores and restaurants. If amendment to SB 270 passes, Agency will explore outreach and potential ordinance changes in early FY 26.

FY 24 ACCOMPLISHMENTS

- Developed model reusable foodware ordinance for member agency adoption.
- Worked with member agencies, food businesses, and other stakeholders to identify opportunities and to launch reusable foodware pilot projects.
- Provided technical assistance and offered incentive funding to food service operations to convert from single-use foodware to reusable foodware.
- Developed and distributed outreach tools and materials providing guidance on food service ware purchasing, reusable foodware, and safe use of reusables.
- Tracked and provided input to State legislation related to foodware and bags, including SB 54.
- Conducted surveys and collected bag purchasing data to assess RBO efficacy.
- Tested impact of signage on bag purchases to inform outreach strategy.
- Coordinated with Californians Against Waste and Agency lobbyist to make recommendations to SB 270 amendment.

UPCOMING INITIATIVES

- Offer outreach, education, and technical assistance to the food service industry to facilitate the transition to reusables. (O)
- Support adoption of reusable foodware in school districts and higher education. (O)
- Launch pilot projects to evaluate reusable foodware solutions and develop local reuse infrastructure. (O)
- Track and support implementation of State legislation related to reusable foodware and bags. (O)
- Convene member agency working group and other stakeholders to gather input and assistance with reusable foodware activities. (O)
- Provide in-field technical assistance and enforcement for RBO. (O)
- Continue to collect and analyze bag purchasing data to assess efficacy of RBO. (O)
- Conduct research and surveys to understand dine-in foodware usage and identify opportunities and barriers for implementing reusable foodware. Focus on large venues and food to-go infrastructure and services. (N)
- Assess feasibility and member agency buy-in for countywide ordinance and related efforts on reusable foodware, with shared implementation and enforcement. (N)
- Seek external funding to bolster resources for infrastructure, services, and incentives aimed at promoting the use of reusable foodware. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 3280 |
| FTEs | 1.00 |
| Hard Costs | \$421,600 |
| Labor + Overhead | \$407,109 |
| Total Costs | \$828,709 |

FUNDING SOURCES, FY 25

| | |
|---------------------|-------------|
| Project # | 3280 |
| 939 Fee | \$290,048 |
| RB Discretionary | \$207,177 |
| RB Source Reduction | \$331,483 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Rachel Balsley

Funding Category: Discretionary

Helps our member agencies comply with SB 1383, the state’s Short-Lived Climate Pollutants Reduction Act that went into effect January 2022.

DESCRIPTION

Provides SB 1383 implementation support to member agencies around enforcement, technical assistance to generators, outreach and education, and collateral development.

FY 24 ACCOMPLISHMENTS

- Assisted member agencies with countywide processing of waivers, documentation of alternative recycling, and submission of proof of collection service.
- Conducted enforcement on commercial and multifamily accounts that lacked the required collection service with Notices of Violations and Citations.
- Liaised with Alameda County Department of Environmental Health to coordinate on compliance monitoring, education, and enforcement activities related to food recovery.
- Supported member agencies with data collection for SB 1383 CalRecycle reports and AB 1826 compliance plans.
- Continued to offer technical assistance to generators countywide for compliance with collection service requirements. Offered guidance on proper sorting and edible food recovery program set-up and compliance.
- Updated SB 1383/Organics Reduction & Recycling Ordinance website content, as well as education and outreach materials, and educated haulers and other field representatives working with generators.
- Conducted additional Edible Food Recovery Capacity study activities and vetting of commercial edible food generator lists.

UPCOMING INITIATIVES

- Educate commercial and multifamily properties on collection service and edible food recovery requirements. (O)
- Provide technical assistance to generators that are out of compliance with the collection service and/or edible food recovery requirements. (O)
- Assist with waiver and complaint processing, documentation of alternative recycling, and data collection for CalRecycle reporting. (O)
- Coordinate with Alameda County Department of Environmental Health on edible food recovery inspections and enforcement for non-compliance with food recovery requirements. (O)
- Issue Notices of Violation and Citations as needed to sites out of compliance with the collection service and edible food recovery requirements. (O)

PROJECT COSTS, FY 25

| Project # | 2140 |
|--------------------|--------------------|
| FTEs | 4.23 |
| Hard Costs | \$416,700 |
| Labor + Overhead | \$1,611,357 |
| Total Costs | \$2,028,057 |

FUNDING SOURCES, FY 25

| Project # | 2140 |
|-----------------------|-------------|
| 939 Fee | \$1,419,640 |
| Mitigation | \$304,209 |
| RB Administration | \$101,403 |
| RB Market Development | \$202,806 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Michelle Fay

Funding Category: Discretionary

Provides local government oversight and leadership of implementation of SB 54, California’s Plastic Pollution Prevention and Packaging Producer Responsibility Act.

DESCRIPTION

Provides oversight, representation, and input on behalf of member agencies on rulemaking and implementation of SB 54, aiming to reduce plastic packaging and mandate all forms of single-use packaging and foodware be recyclable or compostable by 2032. Represents the interests of local governments at stakeholder meetings and through the Agency’s Executive Director appointment on the statewide SB 54 Advisory Board. Ensures local government priorities are considered in the decision-making process of the state-mandated Producer Responsibility Organization, responsible for funding and managing collection and recycling programs, including reimbursement to local governments. Engages in rulemaking process including providing written comments to CalRecycle on the draft regulations.

FY 24 ACCOMPLISHMENTS

- Attended rulemaking sessions and provided written comments to CalRecycle.
- Presented at more than a dozen online and in-person events to local and statewide audiences to inform local governments and their partners of the law and to advocate for participation in the rulemaking process.
- Staff appointed as chair of the statewide SB 54 Advisory Board.
- Participated in stakeholder working groups and sub-groups to provide expertise and input on reuse, local government impacts, and compostable plastics.
- Engaged member agencies, haulers, processors, and composter partners on SB 54.

UPCOMING INITIATIVES

- Participate in stakeholder sub-groups to provide expertise and input on reuse, local government impacts, and compostable plastics. (O)
- Present and participate in other state, local, and community meetings as needed. (O)
- Keep stakeholders informed on recent developments and actively engage with them to address issues such as CalRecycle’s list of covered materials. (O)
- Collaborate with community partners and local businesses to ensure funds are directed toward building a local circular economy and benefitting disadvantaged communities. (O)
- Stay updated on problematic materials like hard-to-recycle plastics, multi-component packaging, and compostable plastics. Offer leadership and guidance on proper handling methods for these materials. (O)
- Support member agencies with outreach efforts to residents and businesses affected by the law. (O)
- Participate as the appointed chair of the statewide SB 54 Advisory Board. (O)
- Provide comments to CalRecycle on draft SB 54 regulations. (O)
- Explore opportunities to adjust acceptability lists and downstream messaging across Alameda County jurisdictions to align with statewide recyclability and compostability lists. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 3290 |
| FTEs | 0.49 |
| Hard Costs | \$27,000 |
| Labor + Overhead | \$297,145 |
| Total Costs | \$324,145 |

FUNDING SOURCES, FY 25

| | |
|---------------------|-------------|
| Project # | 3290 |
| 939 Fee | \$32,414 |
| RB Source Reduction | \$291,730 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Angelina Vergara

Funding Category: Discretionary

Activates and supports youth and school leaders to drive waste reduction and climate action projects in their homes, schools, and communities, fostering both local and system-wide change.

DESCRIPTION

Provides waste reduction, and climate action-based environmental educational programming as well as technical assistance to youth, school community partners, and school districts. Engage youth, teachers, and school leaders to take action and partner on waste reduction and climate change initiatives and to co-create sustainable school models and solutions for systemic change.

FY 24 ACCOMPLISHMENTS

- Served over 14,000 youth and school leaders with education programming and/or infrastructure support for waste reduction and upstream efforts through Transfer Station Tours, Climate Action Projects, schools network trainings, StopWaste Ambassador Program, and more.
- Supported school districts with technical assistance for SB 1383 via distribution of educational materials, implementation of three-stream sorting and food recovery, and sustainability site assessments.
- Sent SB 1383 notification letters for school food recovery compliance to all 18 county school districts.
- Facilitated monthly network meetings for 30 members representing 17 school districts.
- Supported school districts to align with AB 285, which requires K-12 science curriculum to embed climate education.
- Provided outreach events, including, three StopWaste Schools Network train-the-trainer waste reduction and climate change action project and literacy workshops, and a Schools as Resilience Hubs tour to explore the concept of climate resilience and schools while cultivating youth leaders

UPCOMING INITIATIVES

- Support schools on SB 1383 compliance including food recovery and AB 285. (O)
- Explore and assess opportunities for youth green workforce development in connection with Agency efforts to advance circular economy solutions in building construction. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|--------------------|
| Project # | 3580 |
| FTEs | 5.03 |
| Hard Costs | \$260,850 |
| Labor + Overhead | \$1,390,094 |
| Total Costs | \$1,650,944 |

FUNDING SOURCES, FY 25

| | |
|-------------------|-------------|
| Project # | 3580 |
| 939 Fee | \$1,073,113 |
| RB Administration | \$82,547 |
| RB Discretionary | \$495,283 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Designs, implements, and promotes energy programs that help achieve local government climate and energy goals.

DESCRIPTION

The Bay Area Regional Energy Network (BayREN) is a partnership between the Agency, the Association of Bay Area Governments, and eight other county representatives in the Bay Area. Since 2013, BayREN has designed and administered regional energy efficiency programs with energy utility ratepayer funding. The Agency represents the interests of Alameda County jurisdictions within BayREN. The Energy Council Technical Advisory Group provides ongoing input into BayREN’s regional programs, and pilots and prioritizes local outreach activities. The California Public Utilities Commission approved BayREN’s 10-year business plan (2018-2027) with an annualized budget. New programs launching in late 2024 include Climate Careers, Refrigerant Management, Integrated Energy Services, and Targeted Decarbonization Services.

FY 24 ACCOMPLISHMENTS

- Launched new regional multifamily program design with an equity focus. Provided incentives to 242 units in Alameda County and 2,459 in the Bay Area overall.
- Conducted multifamily outreach in Alameda County; hosted seven workshops for property owners and managers, and produced two case studies.
- Delivered 27 real estate education courses regionally, trained 329 real estate professionals.
- Issued 5,621 Home Energy Scores (HES) in the Bay Area.
- Conducted single-family outreach throughout Alameda County; executed four homeowner events, one realtor association meeting, two contractor events, and one direct mail campaign each to homeowners and contractors.
- Conducted outreach to small businesses; hosted one event, sent emails to business owners, and gave two presentations to local government staff.
- Offered three heat pump water heater trainings for building department staff and engaged 110 contractors, resulting in 281 HPWH units installed in Alameda County and 453 regionally with incentives provided to contractors in 2023.
- Promoted quarterly regional forums on green building and energy policy and served on the East Bay Chapter of the International Code Council.

UPCOMING INITIATIVES

- Lead and manage the operations of the regional multifamily rebate programs. (O)
- Lead the regional green labeling program, which includes sponsoring real estate sector education, offering HES, and preparing for HES to transition to statewide administration. (O)
- Conduct local outreach in Alameda County for the single-family, multifamily, commercial, codes and standards, and water bill savings programs. (O)
- Administer the heat pump water heater contractor incentive program. (O)
- Support the Alameda County rollout of new programs in Climate Careers, Refrigerant Management, Integrated Energy Services, and Targeted Decarbonization Services. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|--------------------|
| Project # | 1347 |
| FTEs | 3.44 |
| Hard Costs | \$7,966,501 |
| Labor + Overhead | \$1,142,672 |
| Total Costs | \$9,109,173 |

FUNDING SOURCES, FY 25

| | |
|----------------|-------------|
| Project # | 1347 |
| Energy Council | \$9,109,173 |

Upcoming Initiatives: (O) - Ongoing (N) - New

CLIMATE POLLUTION REDUCTION GRANT

1316

Project Manager: Miya Kitahara

Funding Category: Energy Council

Supports the Bay Area Air Quality Management District to complete a regional Comprehensive Climate Action Plan.

DESCRIPTION

Support the Bay Area Air Quality Management District (Air District) to complete a regional Comprehensive Climate Action Plan, a requirement of the U.S. Environmental Protection Agency's Climate Pollution Reduction Grant. The Air District is the planning lead for this effort for the San Francisco-Oakland-Berkeley Metropolitan Statistical Area that includes Alameda County jurisdictions. This support role allows Agency staff to inform regional discussions around material and energy-related climate action strategies.

FY 24 ACCOMPLISHMENTS

- Supported the Air District with completion of a Priority Climate Action Plan with local government engagement (surveys and interviews) and technical analysis (GHG reduction quantification and cost estimation).
- Convened over 80 local government and community-based organization stakeholders in the Bay Area in a series of working sessions to inform Priority Climate Action Plan measures.

UPCOMING INITIATIVES

- As defined in a pending contract with the Association of Bay Area Governments, engage cross-sector stakeholders to inform the energy and material sector measures in the Comprehensive Climate Action Plan. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|-----------------|
| Project # | 1316 |
| FTEs | 0.05 |
| Hard Costs | \$55,000 |
| Labor + Overhead | \$21,380 |
| Total Costs | \$76,380 |

FUNDING SOURCES, FY 25

| | |
|----------------|----------|
| Project # | 1316 |
| Energy Council | \$76,380 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Karen Kho

Funding Category: Energy Council

Coordinates strategic planning, regulatory engagement and external fund seeking related to built environment programs.

DESCRIPTION

Supports strategic planning, proposal development, and pilot projects for Energy Council program areas. For FY 25, key program areas include construction innovation, building efficiency, building electrification, energy supply issues, member agency services, and zero net carbon. Includes administrative charges specific to the Energy Council.

FY 24 ACCOMPLISHMENTS

- Developed proposal with the Association of Bay Area Governments (ABAG) for up to \$100 million to the U.S. Environmental Protection Agency’s Climate Pollution Reduction Grant to advance residential building electrification in the Bay Area.
- Developed workforce, equity, and supply chain partnerships to advance the Bay Area Construction Innovation Cluster and submitted a proposal to the U.S. Economic Development Administration Tech Hubs program.
- Acquired grant funding to work with U.C. Berkeley to develop greenhouse gas emissions inventories and climate action data indicators for all jurisdictions.
- Monitored Inflation Reduction Act funding opportunities to support Agency priorities and advise the Energy Council Technical Advisory Group.

UPCOMING INITIATIVES

- Coordinate energy programs and advocacy with Ava Energy. (O)
- Conduct market analysis to support siting of a Construction Innovation Center in Alameda County, in partnership with Turner Labs. (O)
- Submit at least one proposal for external funding opportunity. (O)
- Produce white paper on opportunities to intervene in energy supply issues and support partners to engage in direct advocacy. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 1349 |
| FTEs | 0.26 |
| Hard Costs | \$67,656 |
| Labor + Overhead | \$129,672 |
| Total Costs | \$197,328 |

FUNDING SOURCES, FY 25

| | |
|----------------|-----------|
| Project # | 1349 |
| Energy Council | \$197,328 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Jennifer West

Funding Category: Energy Council

Supports decarbonizing homes from gas appliances to high efficiency electric appliances through increased installation of electric heat pump water heaters.

DESCRIPTION

On behalf of the Bay Area Regional Energy Network (BayREN), this project helps to catalyze the residential heat pump water heater (HPWH) market in the Bay Area and can be layered with other available incentives. Efforts include contractor trainings, midstream (contractor) incentives, and information for homeowners on the efficiency benefits of a heat pump water heater. The Agency is the conduit and administrator for this regional program covering six counties and one city.

FY 24 ACCOMPLISHMENTS

- Increased participation and awareness of the benefits of heat pump water heaters.
- Provided 385 incentives to contractors of \$1,000 per HPWH installation and enrolled more than 80 contractors into the program so far.
- Extended the program to continue until 2025, or until other incentive programs take over.

UPCOMING INITIATIVES

- Engage manufacturers, distributors, and contractors to incentivize heat pump water heaters. (O)
- Work with participating Community Choice Aggregators and municipal utilities to provide midstream (contractor) incentives promoting HPWHs. (O)
- Connect contractor installers to training on HPWHs to increase recommendations and installations. (O)
- Through BayREN, maintain a website to explain the benefits of HPWHs and connect customers to contractors. (O)

PROJECT COSTS, FY 25

| Project # | 1311 |
|--------------------|------------------|
| FTEs | 0.01 |
| Hard Costs | \$566,683 |
| Labor + Overhead | \$3,136 |
| Total Costs | \$569,819 |

FUNDING SOURCES, FY 25

| Project # | 1311 |
|----------------|-----------|
| Energy Council | \$569,819 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Ben Cooper

Funding Category: Energy Council

Addresses technical issues inherent to building and transportation electrification of the multifamily sector while deepening engagement with the people who own, work on, and live in existing multifamily buildings to make them healthier and more comfortable while significantly reducing carbon emissions.

DESCRIPTION

The U.S. Department of Energy Buildings Upgrade Prize (DOE BUP) will advance building and transportation electrification in existing multifamily buildings. DOE BUP-provided consultant technical assistance includes equitable program development and design, building stock analysis, utility rate and cost analysis, and guidance around low global warming potential refrigerants and equipment. Funds will be used to contract community-based organizations to meaningfully and consistently engage community stakeholders including multifamily building owners, property managers, renters, and contractors. The project aims to improve the BayREN Multifamily program in a way that reduces barriers and increases inherent project benefits, while reducing installation costs and ongoing utility bills.

FY 24 ACCOMPLISHMENTS

- In partnership with the County of Ventura, Tri-County Regional Energy Network, the Agency won the U.S. Department of Energy Buildings Upgrade Prize.
- Received 100+ hours of technical assistance from DOE BUP-provided consultants that directly benefits the BayREN multifamily/BAMBE program.
- Initiated engagement with community-based organizations and community partners in the existing multifamily building sector.

UPCOMING INITIATIVES

- Will receive 100+ hours of technical assistance. (N)
- Compensated engagement with existing multifamily stakeholders to inform program design. (N)

PROJECT COSTS, FY 25

| Project # | 1310 |
|--------------------|------------------|
| FTEs | - |
| Hard Costs | \$185,000 |
| Labor + Overhead | - |
| Total Costs | \$185,000 |

FUNDING SOURCES, FY 25

| Project # | 1310 |
|----------------|-----------|
| Energy Council | \$185,000 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Ben Cooper

Funding Category: Energy Council

Leverages Community Choice Aggregator-funded incentives in the BayREN multifamily program to address outdated, insufficient electrical infrastructure for both owners and renters, a common barrier to comprehensive residential building electrification.

DESCRIPTION

The Panel Upgrade Pilot seeks to continue to overcome barriers to electrification by providing rebates for upgrading outdated and insufficient common area and in-unit electric panels. Work under this project will help determine the feasibility of BayREN-Community Choice Aggregator funding coordination for upgrading residential electrical infrastructure. This project increases access to electrification benefits for multifamily renters while reducing program duplication through collaboration instead of competition.

FY 24 ACCOMPLISHMENTS

- Upgraded three panel projects.
- Served 85 low-income units.
- Disbursed \$68,750 in panel upgrade incentives.

UPCOMING INITIATIVES

- Issue incentives to eligible BayREN Multifamily program participants. (O)
- Refine the incentive pass-through process that leverages current BayREN Multifamily incentive infrastructure and encourage other Bay Area Community Choice Aggregator to adopt. (O)
- Develop marketing material for multifamily residential property owners that can be utilized by additional jurisdictions if the pilot is expanded. (O)
- Share best practices regarding panel upgrades and optimization with contractor networks. (N)

PROJECT COSTS, FY 25

| Project # | 1341 |
|--------------------|------------------|
| FTEs | - |
| Hard Costs | \$223,611 |
| Labor + Overhead | - |
| Total Costs | \$223,611 |

FUNDING SOURCES, FY 25

| Project # | 1341 |
|----------------|-----------|
| Energy Council | \$223,611 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Nisha Patel

Funding Category: Household Hazardous Waste

Supports countywide Household Hazardous Waste program to ensure proper and safe disposal of hazardous waste for residents and small businesses.

DESCRIPTION

Administers the Memorandum of Understanding (MOU) between the Alameda County Waste Management Authority (WMA) and the Alameda County Department of Environmental Health for the operation of the countywide Household Hazardous Waste (HHW) and Small Quantity Generator Program, which includes drop-off facilities in Oakland, Hayward, and Livermore. Provides promotional and marketing support for the county-run facilities and one-day events. Also administers the MOU between the WMA and the City of Fremont, which provides funding for Fremont’s HHW facility.

FY 24 ACCOMPLISHMENTS

- Promoted program through direct mail, targeted online media buys, and social media; provided promotional material to member agencies for their channels.
- County hosted nine one-day events.
- County facility served over 39,000 participants in 2023; projected to serve 46,400 in 2024.
- Fremont facility served over 16,800 participants in 2023; projected to serve 17,000 in 2024.

UPCOMING INITIATIVES

- Ensure that the specific requirements outlined in the two MOUs are met. (O)
- Ensure timely delivery of data to the assessor’s office for the HHW fee to appear on the property tax bills and pursue collection of the fee from property owners that are exempt from property taxes or did not receive a bill. (O)
- Continue to promote one-day events and the facilities through direct mail, targeted online media buys, and social media. (O)
- Implement new outreach strategies with garbage bill inserts, SMS texting, and promotion toolkits for member agencies. (N)
- Integrate RE:Source outreach into HHW outreach. (N)
- Development and implementation of outreach strategy for Good Samaritan Law. (N)
- Develop new creative for FY 25 campaign. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|--------------------|
| Project # | 2312 |
| FTEs | 0.28 |
| Hard Costs | \$8,170,291 |
| Labor + Overhead | \$116,815 |
| Total Costs | \$8,287,106 |

FUNDING SOURCES, FY 25

| | |
|-----------|-------------|
| Project # | 2312 |
| HHW Fees | \$8,287,106 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Emily Alvarez

Funding Category: Other External

Maintains and amends the Countywide Integrated Waste Management Plan in accordance with state law, including evaluating proposed solid waste facilities within the county for conformance with the Agency's Siting Criteria.

DESCRIPTION

Considers and makes recommendations on amendments to the Countywide Integrated Waste Management Plan (CoIWMP).

FY 24 ACCOMPLISHMENTS

- Facilitated the CoIWMP amendment and siting criteria process for the proposed Jess Ranch Composting Facility in Unincorporated Alameda County.

UPCOMING INITIATIVES

- Submit proposed amendments to the Alameda County Waste Management Authority Board for review and approval. (O)
- Process applications for amendments to the CoIWMP in accordance with adopted procedures and legal requirements. (O)

PROJECT COSTS, FY 25

| | |
|--------------------|-----------------|
| Project # | 3416 |
| FTEs | 0.01 |
| Hard Costs | \$10,000 |
| Labor + Overhead | \$4,629 |
| Total Costs | \$14,629 |

FUNDING SOURCES, FY 25

| | |
|-------------------|----------|
| Project # | 3416 |
| Externally Funded | \$14,629 |

Upcoming Initiatives: (O) - Ongoing (N) - New

MISC GRANTS

3021

Project Manager: Pat Cabrera

Funding Category: Other External

DESCRIPTION

Allows for the expenditure of miscellaneous grants that are less than \$50,000. In 2010, the Alameda County Waste Management 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 24 ACCOMPLISHMENTS

- No grants \$50,000 or less have been received thus far in FY 24.

UPCOMING INITIATIVES

- Administer grants under \$50,000 as needed. (O)

PROJECT COSTS, FY 25

| Project # | 3021 |
|--------------------|------------------|
| FTEs | - |
| Hard Costs | \$300,000 |
| Labor + Overhead | - |
| Total Costs | \$300,000 |

FUNDING SOURCES, FY 25

| Project # | 3021 |
|-------------------|-----------|
| Externally Funded | \$300,000 |

Upcoming Initiatives: (O) - Ongoing (N) - New

RETIREE HEALTH PAYMENT

3031

Project Manager: Pat Cabrera

Funding Category: Other External

DESCRIPTION

Allows for the funding of retiree health payments from the Other Post Employee Benefit Retiree Health Trust Fund. Using this source of funds is fiscally sound as the trust is currently over funded.

PROJECT COSTS, FY 25

| Project # | 3031 |
|--------------------|------------------|
| FTEs | - |
| Hard Costs | \$331,754 |
| Labor + Overhead | - |
| Total Costs | \$331,754 |

FUNDING SOURCES, FY 25

| Project # | 3031 |
|-------------------|-----------|
| Externally Funded | \$331,754 |

Upcoming Initiatives: (O) - Ongoing (N) - New

Project Manager: Miya Kitahara

Funding Category: Other External

Supports the development of climate action planning tools to reduce staffing and cost burden on California local governments.

DESCRIPTION

Support U.C. Berkeley's Renewable and Appropriate Energy Laboratory and Cool Climate Network to develop climate action planning tools. This includes conducting greenhouse gas emissions inventories, estimating potential greenhouse reduction impacts from common strategies, and identifying actionable data indicators to measure progress over time. This project is funded through a seed grant from the U.C. Climate Action Initiative. The Agency's role is overall project management of the technical team and convening of technical advisory committees of local governments and subject matter experts.

FY 24 ACCOMPLISHMENTS

- Established project management structure and hosted biweekly team meetings.
- Recruited participants for advisory committee and held six committee meetings.
- Advised technical tool development staff.

UPCOMING INITIATIVES

- Convene advisory committee four to six more times. (N)
- Develop technical recommendation memos and tool methodology documentation. (N)

PROJECT COSTS, FY 25

| | |
|--------------------|-----------------|
| Project # | 1313 |
| FTEs | 0.19 |
| Hard Costs | - |
| Labor + Overhead | \$85,522 |
| Total Costs | \$85,522 |

FUNDING SOURCES, FY 25

| | |
|-------------------|----------|
| Project # | 1313 |
| Externally Funded | \$85,522 |

Upcoming Initiatives: (O) - Ongoing (N) - New

USED OIL RECYCLING GRANT

2311

Project Manager: Robin Plutchok

Funding Category: Other External

Promotes the recycling of used oil and filters as part of a countywide media and outreach campaign.

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 Payment Program funds toward a countywide effort. By working together, member agencies are able to provide consistent messaging, avoid duplication, and leverage funding.

FY 24 ACCOMPLISHMENTS

- Coordinated member agency working group to plan and implement media campaign.
- Implemented countywide media campaign promoting recycling and proper disposal of used motor oil and filters.
- Coordinated efforts with Contra Costa County.
- Ran sub-campaign targeting Spanish speakers with translated ads and information, including piloting SMS texting to Spanish and Maya-Mam speakers in partnership with City of Oakland.
- Continued online advertising media effort targeting used oil recycling to the boating and marina community.
- Participated in regional Rider's Recycle program promoting motor oil recycling to motorcycle riders.

UPCOMING INITIATIVES

- Implement countywide media campaign promoting used oil and filter recycling leveraging funds contributed from member agency CalRecycle Payment Program funds. (O)
- Coordinate with member agencies to ensure receipt of CalRecycle Used Oil Payment Program contributions. (O)
- Pilot media advertising to Chinese-speaking community. (N)

PROJECT COSTS, FY 25

| Project # | 2311 |
|--------------------|-----------------|
| FTEs | 0.04 |
| Hard Costs | \$77,500 |
| Labor + Overhead | - |
| Total Costs | \$77,500 |

FUNDING SOURCES, FY 25

| Project # | 2311 |
|-------------------|----------|
| Externally Funded | \$77,500 |

Upcoming Initiatives: (O) - Ongoing (N) - New

MEASURE D DISBURSEMENT

2220

Project Manager: Jennifer West

Funding Category: Pass Through

Provides appropriations from the Recycling Fund to member agencies.

DESCRIPTION

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

FY 24 ACCOMPLISHMENTS

- Disbursed funds in a timely manner.
- Received annual expenditure reports from all member agencies.
- Provided Technical Advisory Committee (TAC) with updates regarding Measure D distribution budget as well as presentation and technical assistance for yearly reporting requirements/submittals.

UPCOMING INITIATIVES

- Disburse funds in a timely manner. (O)
- Receive and review annual expenditure reports from all member agencies. (O)
- Create regular quarterly communications with member agency staff including TAC, city managers and the Board regarding member agencies' fund balance, Measure D policy changes, as well as data requirements and submittal requests. (O)
- Coordinate with five-year audit contractor. (N)

PROJECT COSTS, FY 25

| Project # | 2220 |
|--------------------|--------------------|
| FTEs | - |
| Hard Costs | \$4,972,476 |
| Labor + Overhead | - |
| Total Costs | \$4,972,476 |

FUNDING SOURCES, FY 25

| Project # | 2220 |
|-------------------|-------------|
| RB Municipalities | \$4,972,476 |

Upcoming Initiatives: (O) - Ongoing (N) - New

RECYCLED PRODUCT PURCHASE PREFERENCE

1210

Project Manager: Miya Kitahara

Funding Category: Pass Through

Helps public agencies understand how to make more sustainable purchasing decisions.

DESCRIPTION

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

FY 24 ACCOMPLISHMENTS

- Provided Measure D Recycled Product Purchase Preference funds to undertake recycled product and EPP activities.
- Developed Sustainable Purchasing Guides for nine product categories to facilitate implementation of EPP by purchasers in public agencies.
- GSA hosted a Green Purchasing Roundtable event focused on reusable foodware strategies and presented on five other webinars reaching approximately 200 attendees on EPP topics including SB 1383, and supply chain strategies for greenhouse gas emission reduction, among others.
- GSA responded to 10 requests for technical assistance from member agency cities and school districts within Alameda County and 19 requests from public and institutional organizations nationally.
- GSA incorporated EPP criteria into four countywide contracts addressing SB 1383-compliant paper products, toner and ink cartridges, and compostable food service trays.
- GSA replaced conventional residential-style gas hot water heaters at 28 facilities with heat pump water heaters at no cost to the County through the PG&E Government and K-12 incentive program.
- GSA received Board authorization for MOUs that will allow the County to claim credit for compost procured within programs operated by Castro Valley Sanitary District and the Alameda County Resource Conservation District toward its SB 1383 procurement target.

UPCOMING INITIATIVES

- Provide funding, assistance, and oversight for Alameda County GSA staffing and member agencies to undertake recycled product and EPP activities in the county. (O)
- Assist member agencies with EPP policy adoption and implementation, including updating EPP resources and supporting Alameda County Green Purchasing Roundtable meetings. (O)
- Support member agencies in SB 1383 procurement requirements. (O)
- Implement EPP criteria in countywide bids and support member agencies in SB 1383 and other EPP procurement requirements. (O)

PROJECT COSTS, FY 25

| | |
|--------------------|------------------|
| Project # | 1210 |
| FTEs | 0.04 |
| Hard Costs | \$437,461 |
| Labor + Overhead | \$18,763 |
| Total Costs | \$456,225 |

FUNDING SOURCES, FY 25

| | |
|-----------|-----------|
| Project # | 1210 |
| RB RPP | \$456,225 |

Upcoming Initiatives: (O) - Ongoing (N) - New

APPENDIX A - COIWMP GOALS BY PROJECT

The annual budget implements the goals, objectives, and policies in the CoIWMP Countywide Element. The listing below connects projects to specific CoIWMP goals.

| | Disposal Capacity | Infrastructure | Materials Management | Public Engagement | Regional Collaboration | Funding |
|--|-------------------|----------------|----------------------|-------------------|------------------------|---------|
| DISCRETIONARY FUNDING | | | | | | |
| Circular Economy in Building Materials | | ✓ | ✓ | | ✓ | ✓ |
| Food Waste Reduction | ✓ | | ✓ | ✓ | ✓ | |
| Food Waste Reduction (GNP) | ✓ | | ✓ | ✓ | ✓ | |
| Compost & Mulch | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Resources for Upstream Projects | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Resources for Upstream Projects (For Profit) | ✓ | ✓ | ✓ | ✓ | | |
| SB 1383 Implementation | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Property Management | ✓ | | | | | ✓ |
| Member Agency Advisory Groups | | | | | ✓ | |
| Fee Enforcement | | | | | | ✓ |
| Reusable Bags & Foodware | ✓ | ✓ | ✓ | ✓ | ✓ | |
| SB 54 Plastic Pollution Prevention | ✓ | ✓ | ✓ | ✓ | ✓ | |
| General Planning | ✓ | ✓ | ✓ | | ✓ | |
| Recycling Board Five-Year Audit | | | | | | ✓ |
| Agency Communications | | | ✓ | ✓ | ✓ | |
| Agency Communications (GNP) | | | ✓ | ✓ | ✓ | |
| Legislation | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Legislation (GNP) | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Schools Engagement | ✓ | | ✓ | ✓ | | |
| Community Engagement | ✓ | | ✓ | ✓ | ✓ | |
| Project Development & Evaluation Resources | | | ✓ | | | ✓ |

(Continued on next page)

(Continued from previous page)

| | Disposal Capacity | Infrastructure | Materials Management | Public Engagement | Regional Collaboration | Funding |
|--|-------------------|----------------|----------------------|-------------------|------------------------|---------|
| EXTERNAL FUNDING | | | | | | |
| ENERGY COUNCIL | | | | | | |
| Multifamily DOE Buildings Upgrade Prize | | | | ✓ | ✓ | |
| Heat Pump Water Heaters | | | | ✓ | ✓ | |
| Climate Pollution Reduction Grant | | | ✓ | | ✓ | |
| Panel Upgrade Pilot | | | | | ✓ | |
| BayREN | | | | ✓ | ✓ | |
| Energy Council Incubator | | | | | ✓ | |
| HOUSEHOLD HAZARDOUS WASTE | | | | | | |
| Household Hazardous Waste Facilities | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| OTHER EXTERNAL | | | | | | |
| UCB Climate Action Planning Tool | | | | | ✓ | |
| Used Oil Recycling Grant | | | ✓ | ✓ | ✓ | ✓ |
| Misc Grants | | | | | | ✓ |
| Retiree Health Payments | | | | | | ✓ |
| Conservation Easement | ✓ | | | | | ✓ |
| CoIWMP Amendments | | ✓ | | | ✓ | |
| PASS THROUGH FUNDING | | | | | | |
| Recycled Product Purchase Preference | | | ✓ | | ✓ | |
| Measure D Disbursement | ✓ | ✓ | | | ✓ | |
| ONETIME FUNDING (FUND BALANCE) | | | | | | |
| Recycling Board Five-Year Audit (One Time) | | | | | | ✓ |

APPENDIX B - INDEX BY PROJECT NUMBER

| | | | |
|---|-------|---|-------|
| 1160 - Circular Economy in Building Materials. | IV-2 | 3510 - Agency Communications | IV-1 |
| 1210 - Recycled Product Purchase Preference | IV-32 | 3519 - Agency Communication (GNP) | IV-1 |
| 1220 - Food Waste Reduction. | IV-6 | 3530 - Legislation | IV-9 |
| 1229 - Food Waste Reduction (GNP) | IV-7 | 3539 - Legislation (GNP). | IV-9 |
| 1260 - Compost & Mulch | IV-4 | 3580 - Schools Engagement. | IV-18 |
| 1310 - Multifamily DOE Buildings Upgrade Prize | IV-23 | 3600 - Community Engagement. | IV-3 |
| 1311 - Heat Pump Water Heaters. | IV-22 | 3700 - Project Development & Evaluation Resources | IV-11 |
| 1313 - UCB Climate Action Planning Tool | IV-29 | | |
| 1316 - Climate Pollution Reduction Grant | IV-20 | | |
| 1341 - Panel Upgrade Pilot | IV-24 | | |
| 1347 - BayREN | IV-19 | | |
| 1349 - Energy Council Incubator | IV-21 | | |
| 2040 - Resources for Upstream Projects. | IV-14 | | |
| 2049 - Resources for Upstream Projects (For Profit) | IV-14 | | |
| 2140 - SB 1383 Implementation | IV-16 | | |
| 2220 - Measure D Disbursement | IV-31 | | |
| 2311 - Used Oil Recycling Grant | IV-30 | | |
| 2312 - HHW Facilities | IV-25 | | |
| 3021 - Misc Grants. | IV-27 | | |
| 3031 - Retiree Health Payment | IV-28 | | |
| 3210 - Property Management. | IV-12 | | |
| 3211 - Conservation Easement | IV-12 | | |
| 3230 - Member Agency Advisory Groups. | IV-10 | | |
| 3240 - Fee Enforcement. | IV-5 | | |
| 3280 - Reusable Bags & Foodware | IV-15 | | |
| 3290 - SB 54 Plastic Pollution Prevention | IV-17 | | |
| 3410 - General Planning | IV-8 | | |
| 3416 - CoIWMP Amendments. | IV-26 | | |
| 3460 - Recycling Board Five-Year Audit | IV-13 | | |
| 3469 - Recycling Board Five Year Audit (One Time). | IV-13 | | |



DATE: April 24, 2024

TO: Waste Management Authority (WMA) Board

FROM: Pat Cabrera, Administrative Services Director

SUBJECT: Household Hazardous Waste (HHW) Collection and Disposal Fee Ordinance Amendment

SUMMARY

On March 27, 2024, the WMA Board directed staff to prepare an ordinance amending the HHW Collection and Disposal fee, Ordinance 2014-01. The amendment would replace the requirement to maintain two years of operating costs as fund balance with a requirement to retain sufficient funds as determined by the Board. The attached Ordinance 2024-01 incorporates these revisions and is being presented to the WMA board for introduction. It would be adopted on the consent calendar at the next regular meeting of the Board.

DISCUSSION

At the May 29, 2014, WMA meeting, the Board adopted HHW Ordinance 2014-1: "Ordinance Establishing a Household Hazardous Waste Collection and Disposal Fee." This fee, in combination with the HHW landfill tip fee, supports the four HHW facilities (Fremont, Hayward, Livermore, and Oakland), as well as annual one-day collection events throughout the county. The fee was initially set at \$9.55 per residential unit per year, subject to an annual recalculation.

On September 25, 2019, the Board amended Ordinance 2014-01 to replace the annual fee recalculation with a five-year recalculation and lowered the fee to \$6.64 per residential unit per year through FY 2024. Pursuant to the requirements of the ordinance, the five-year analysis of the program was conducted, and the findings were presented to the WMA board at its March 27, 2024, meeting. The Board approved adjusting the annual fee to \$7.80 per residential unit beginning in FY 2025 through FY 2029, at which point it will be recalculated for the subsequent five years based on the HHW program's funding needs, subject to the \$9.55 cap in the Ordinance. The Board also approved replacing the two-year fund balance threshold currently stipulated in the ordinance with a more flexible standard that allows the Board to keep the fee at a low level while adequately supporting the program in the most fiscally responsible manner.

The report submitted to WMA is available at the following link: [HHW-Fee-Analysis-Memo-WMA-03-27-24L](#).

RECOMMENDATION

Staff recommends that, following the public hearing, the WMA Board introduce and waive the first reading of the attached ordinance and direct staff to place it on the consent calendar for adoption at the next regular meeting of the Board. Ordinance 2024-01 will make minor revisions to Ordinance 2014-01 as amended by replacing the two-year fund balance requirement with a requirement to retain sufficient funds as determined by the Board. The Ordinance will not amend the fee cap.

Attachments

Attachment A: Draft Amended Ordinance

ORDINANCE 2024-01

ORDINANCE AMENDING THE HOUSEHOLD HAZARDOUS WASTE COLLECTION AND DISPOSAL FEE ORDINANCE

The Board of the Alameda County Waste Management Authority (“Authority”) finds that:

1. In 2014 the Authority adopted Ordinance 2014-01, the Household Hazardous Waste Collection and Disposal Fee Ordinance, and amended that Ordinance in 2019. The Authority wishes to further amend the ordinance to remove the requirement that the fee be set at amount sufficient to retain a two year fund balance.
2. The Board of the Alameda County Waste Management Authority held a public meeting on April 24, 2024, and after considering all testimony and written materials provided in connection with that meeting introduced this ordinance and waived the reading thereof.

Therefore, the Board of the Authority hereby ordains as follows:

Section 1. Adoption.

The Household Hazardous Waste Collection and Disposal Fee is Ordinance described above is hereby amended as set forth below. Text to be added is indicated in bold underlined font (e.g., **underlined**) and text to be deleted is indicated in strikeout font (e.g., ~~strikeout~~).

A. Section 3(b) of the ordinance is amended as follows:

(b) No later than March 31 of 2024 and every five years thereafter the Executive Director shall prepare a report evaluating Program expenses and revenues during the previous five fiscal years and projecting expenses and revenues for the following five fiscal years. The Fee per Household shall be set for the following five fiscal years beginning July 1 of the year in which report is prepared-at a level projected to maintain ~~an annual fund balance sufficient for two years of~~ **sufficient funds for** operating costs.

Section 2. Severability.

If any provision of this Ordinance or its application to any situation is held to be invalid, the invalidity shall not affect other provisions or applications of this Ordinance, which can be given effect without the invalid provision or application, and to this end, the provisions of this Ordinance are declared to be severable.

Section 3. Publication.

Within 15 days after adoption of a summary of the ordinance with the names of those voting for and against, the ordinance shall be published and a certified copy of the full text with the names of those voting for and against the ordinance shall either (i) be posted on the Authority’s website or (ii) be posted in the Authority offices.

Following introduction on April 24, 2024, passed and adopted May 22, 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

I certify that under the penalty of perjury that the foregoing is a full, true and correct copy of ORDINANCE NO. 2024-01.

ARLISS DUNN
CLERK OF THE BOARD

1768800.1



DATE: April 24, 2024
TO: Waste Management Authority Board
FROM: Pat Cabrera, Administrative Services Director
SUBJECT: Public Hearing and Annual Adoption of Fee Collection Report for Household Hazardous Waste Fee

SUMMARY

At the April 24, 2024, Waste Management Authority (WMA) Board meeting, staff will ask the Board to approve the FY 2025 Fee Collection Report, as required annually by the Household Hazardous Waste (HHW) Collection and Disposal Fee Ordinance. The Fee Collection Report lists all the parcels in Alameda County subject to the HHW fee, together with the fee amount for the parcel. From FY 2025 through FY 2029 the annual fee will be \$7.80 per residential unit.

BACKGROUND

At the May 29, 2014, WMA meeting, the Board adopted HHW Ordinance 2014-1: "Ordinance Establishing a Household Hazardous Waste Collection and Disposal Fee." This fee, in combination with the HHW landfill tip fee, supports the four HHW facilities (Fremont, Hayward, Livermore, and Oakland), as well as annual one-day collection events throughout the county.

Under the Ordinance, a Fee Collection Report (FCR) must be approved by the WMA Board each year prior to placing the fee on the Alameda County property tax roll. A proposed FCR was publicly noticed earlier this month. The purpose of the notice of the proposed FCR is to allow residential property owners subject to the fee to provide updated information about the number of units on their property, since the fee applies to each unit. The FY 2025 Fee Collection Report includes changes that property owners have requested throughout the year and during the review of the 2024 Fee Collection Report. Requests for changes have been included in the proposed FCR as indicated in the draft linked below. The Fee Collection Report lists all the parcels in Alameda County subject to the fee together with the fee amount for the parcel. The Fee Collection Report may be viewed at: [FY-2025-Fee-Collection-Report](#) *(please be aware that the file is very large and will take time to download)*.

The fee is capped at \$9.55 per residential unit per year and is adjusted every five years based on an analysis of past and projected program expenditures. Pursuant to the requirements of the ordinance an analysis of the program was conducted, and the findings presented to the WMA board at its March 27, 2024, meeting. The Board approved adjusting the annual fee to \$7.80 per residential unit beginning in FY 2025 through FY 2029, at which point it will be recalculated for the subsequent five years based on HHW program operational and funding needs, subject to the \$9.55 cap in the Ordinance.

RECOMMENDATION

That the WMA Board hold a public hearing on the Fee Collection Report and approve by resolution the Fee Collection Report for FY 2025.

Attachment:
Resolution Adopting the Fee Collection Report

**ALAMEDA COUNTY WASTE MANAGEMENT AUTHORITY
RESOLUTION #WMA 2024 - 01**

**MOVED:
SECONDED:**

**AT THE MEETING HELD APRIL 24, 2024
THE ALAMEDA COUNTY WASTE MANAGEMENT AUTHORITY AUTHORIZES ANNUAL ADOPTION
OF
THE FEE COLLECTION REPORT**

WHEREAS, the Household Hazardous Waste Collection and Disposal Fee Ordinance (adopted by Ordinance 2014-01 and amended by Ordinance 2019-01) establishes a Household Hazardous Waste Collection and Disposal Fee, and

WHEREAS, at the March 27, 2024, meeting the WMA board approved adjusting the annual fee to \$7.80 per household effective July 1, 2024 through June 30, 2029, and

WHEREAS, the ordinance requires that a Fee Collection Report describing each parcel of real property with one or more households served by the Household Hazardous Waste Collection and Disposal Program, the number of households on each parcel described, the amount of the charge for each parcel for the year, and whether the Fee is to be collected on the tax roll or by other means be approved by the WMA Board each year prior to placing the fee on the Alameda County property tax roll, and

WHEREAS, the Fee Collection Report for Fiscal Year 2024-2025 has been prepared and has been reviewed by the Board and made available for public review; and

WHEREAS, legal notice of the public hearing for adoption of the Fee Collection Report has been duly published; and

WHEREAS, on April 24, 2024 the Board held a public hearing at which comments from all interested parties were heard and considered by the Board.

NOW THEREFORE, BE IT RESOLVED that the Alameda County Waste Management Authority hereby approves the Fee Collection Report for Fiscal Year 2024-2025.

Passed and adopted this 24th day of April 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Arliss Dunn, Clerk of the Board

**May 2024
Meetings Schedule**

Alameda County Waste Management Authority, the Energy Council, Source Reduction & Recycling Board, and Programs and Administration Committee
(Hybrid meetings are held at StopWaste Offices unless otherwise noted)

| SUN | MON | TUES | WED | THURS | FRI | SAT |
|-----|---------------------------------|------|--|---|-----|-----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 9:00 A.M. Programs & Administration Committee Key Items: 1. Waste Characterization Study <hr/> 6:00 P.M. Planning Committee & Recycling Board Dublin, CA Key Items: 1. FY 2025 Budget Adoption 2. Waste Characterization Study | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 3:00 P.M. Waste Management Authority & Energy Council & Key Items: 1. FY 2025 Budget Adoption 2. ED Evaluation 3. Legislative Status | 23 | 24 | 25 |
| 26 | 27 AGENCY HOLIDAY | 28 | 29 | 30 | 31 | |

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Energy Council
TECHNICAL ADVISORY GROUP (TAG) & Technical Advisory Council (TAC) Joint Meeting
Tuesday, April 16, 2024 – 1:00 pm to 3:00 pm

Attendance (all in person):

County of Alameda: Grace Kann, Ajah Quawiy, and Andy Schneider
City of Alameda: Danielle Mieler, Marc Green, and Laureteen Brazil
City of Albany: Michelle Plouse
City of Berkeley: Rebecca Milliken, Annika Lackner (Fellow)
City of Dublin: Michelle Sung, Kate Battaglia (Fellow)
City of Emeryville: Nancy Humphrey, Talia Paulson (Fellow)
City of Fremont: Kranti Kapur, Allyn McAuley
City of Hayward: Erik Peason, Makenna Colucci (Fellow), Elise Pierce (Fellow)
City of Livermore: Anna Zamboanga
City of Oakland: Nick Kordesch, Rebecca Parnes, Jeffery Wong, Monaliza Noormohammadi, Gwynn Mackellen, Nina Tafapolsky (Fellow)
City of Piedmont: Deniz Ergun, Alyssa Romea (Fellow)
City of Pleasanton: Megan Campbell, ZeeLaura Page, Aaron Zavala
City of San Leandro: Hoi-Fei Mok, Belinda Magallon
Oro Loma Sanitary District: Natasha Browne
Guests: Eric Havel, Chabot Space & Science Center/Community Resources for Science/StopWaste Recycling Board Member; Lance Nishihira, Daily Bowl and New Haven Unified School District Board Member
StopWaste: Jennifer West, Robin Plutchok, Emily Alvarez, Chris Hunter, Maria Hart, Ben Cooper, Miya Kitahara, Alma Freeman, Kelly Schoonmaker, Arielle Conway, Angelina Vergara, Michelle Fay, Jeanine Sidran

Welcome and Intros

- Timothy Burroughs welcomed all to StopWaste
- Appreciated Hoi Fei Mok from City of San Leandro and wished them well on their next endeavor at the Strategic Growth Council

Presentations on Regenerative Schools and StopWaste Support for Climate Literacy

Angelina Vergara, StopWaste

- Provided an overview of the StopWaste schools program, including assemblies, curriculum, technical assistance, and student engagement
- Highlighted why schools are a critical intervention point: climate change is the #1 determinant of children’s health and wellness
- One focus of the StopWaste schools program is to work with communities to define what a “regenerative” vs. “extractive” earth looks like, and to educate on moving away from a linear economy to a circular/regenerative economy
- Examples of how StopWaste and schools work together:
 - Hold an annual joint city council & school board meeting
 - Add youth to climate commissions or advisory groups
 - Encourage Bay-Friendly landscaping or school garden programs
 - Support cafeteria sorting and projects working towards SB 1383 goals
 - Roll out reusable foodware in cafeteria pilots
 - Climate action plan project implementation

Eric Havel, Climate Change Educator

- Presented examples of how his work with Chabot Space & Science Center and Community Resources for Science supports partnering with schools to further climate work
- The Bay Area Climate Literacy Exchange in March 2024 brought together districts that have mandated climate literacy in schools (Fremont, Berkeley, Oakland unified school districts, there are only four districts in the state and three are in Alameda County!)
 - Included other schools without that mandate to join as well, to bring people together in person and learn from each other
 - Support provided by StopWaste and Sierra Club, along with other community partners
- Convening teachers to talk to each other
 - Some thought that children are too young to understand climate change, but they are already observing and experiencing these changes → so how do we talk about this phenomenon at the appropriate level? We do not want to scare them or put pressure on them as if this is their problem to solve
- Centering student voice and opportunity, example: “How green is your school?” study at Oakland Tech and other sites, where students evaluate the current green spaces on site
 - Lots of pavement with very few green areas which are mostly located at the front entrance
 - There are solar panels and a small community garden
 - What would students want to do with their school to make it greener?
 - Continue this conversation with schools they matriculated from, may be more influential to younger students than adults
- Support schools in identifying grants/resources

Lance Nishihira, Daily Bowl and New Haven Unified School District board member

- Daily Bowl recovers food (to-date over 6 million pounds) and distributes to organizations that feed people
- Climate may not be a top priority for school boards/districts or they may not see how it impacts their top priorities (funding, student performance, equity gaps, etc.)
 - Often school boards need a policy tool to act on something, and they can need support in creating more climate-related policies
 - Help them see the climate connections

Breakout Groups – after the presentations, attendees divided into breakout groups to discuss how they are already working with or would like to work with students, teachers, and schools on climate work.