

**APPROVED**

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

**Wednesday, April 24, 2024  
3:00 P.M.**

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

**I. CALL TO ORDER**

First Vice President Carling called the meeting to order at 3:02 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, & RB**

County of Alameda	David Haubert, WMA, EC (EC President)
City of Alameda	Tracy Jensen, WMA, EC, RB
City of Albany	Jennifer Hansen-Romero, WMA, EC
City of Berkeley	Susan Wengraf, WMA, EC
Castro Valley Sanitary District	Dave Sadoff, WMA
City of Dublin	Melissa Hernandez, WMA, EC
City of Emeryville	David Mourra, WMA, EC, RB
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, RB, (RB President)
Oro Loma Sanitary District	Shelia Young, WMA
City of Piedmont	Jen Cavanaugh, WMA, EC
City of Pleasanton	Jack Balch, WMA, EC
City of San Leandro	Fred Simon, WMA, EC, RB
City of Union City	Jeff Wang, WMA, EC, RB
Environmental Organization	Darby Hoover, RB
Recycling Programs	Chiman Lee, RB
Source Reduction Specialist	Grace Liao, RB
Solid Waste Industry Representative	Vacant

**ABSENT**

Environmental Educator	Eric Havel, RB
Recycling Materials Processing Industry	Laura McKaughan, RB

**Staff Participating**

Timothy Burroughs, Executive Director  
Pat Cabrera, Administrative Services Director  
Alma Freeman, Communications Manager  
Arliss Dunn, Clerk of the Board  
Richard Taylor, WMA Legal Counsel  
Farand Kan, County Counsel

## APPROVED

### III. ANNOUNCEMENTS BY PRESIDENTS

President Carling informed the Board that he responded in writing to a public comment submitted by Mr. Kumar Shaw and will follow-up with the Board as needed.

### IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR

There were no public comments.

### V. CONSENT CALENDAR

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

#### 2. Approval of the Draft PC/RB Minutes of March 14, 2024 (RB only)

#### 3. Recycling Board Attendance Record (RB only)

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

There were no public comments for the Consent Calendar. Board member Zermeño moved approval of the Consent Calendar for the WMA & EC, and Board member Kalb seconded. Board member Jensen moved approval of the Consent Calendar for the RB, and Board member Wang seconded.

The Clerk called the roll: WMA Vote: 19-0    EC Vote: 19-0    RB Vote: 8-0  
(Ayes: Balch, Carling, Cavanaugh, Hannon, Haubert, Hernandez, Hoover, Jensen, Kalb, Lee, Liao, Mourra, Sadoff, Shao, Simon, Wang, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Hansen-Romero, Havel, McKaughan)

### VI. REGULAR CALENDAR

#### 1. Draft Fiscal Year 2025 Agency Budget (Timothy Burroughs & Pat Cabrera) (WMA, EC & RB)

This item is for information only.

Timothy Burroughs and Pat Cabrera presented an overview of the Draft Fiscal Year 2025 agency budget. A link to the staff report and presentation is available here: [FY2025-Budget-Presentation.pdf](#).

Mr. Burroughs thanked the Board for their leadership and partnership, and thanked staff for their passion, expertise, and commitment. Ms. Cabrera provided a summary of financial highlights and Timothy Burroughs provided an overview of programs.

Additional time was provided to Board members for discussion and to ask clarifying questions. An audio link to the discussion is available here: [FY2025-Budget-Discussion](#).

Ms. Cabrera stated that the Agency is currently reviewing the investment policy and will come back to the Board at a later date with more information. There were no public comments on this item. There were no changes or revisions to the budget. The Board acknowledged agency staff for their excellent work and expressed appreciation for the Agency's proactive fiscal management, transparency, and program innovation.

#### 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.

Timothy Burroughs introduced the item and Pat Cabrera provided an overview of the staff report. A link to the report is available here: [HHW-Fee-Ordinance.pdf](#).

Additional time was provided to the Board for discussion and clarifying questions. An audio link to the discussion is available here: [HHW-Fee-Ordinance-Discussion](#).

## APPROVED

President Carling opened the public hearing. There was no public comment, and the public hearing was closed. Board member Kalb moved approval of the staff recommendation, and Board member Zermeño seconded. The motion carried 20-0. The Clerk called the roll:

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

### **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.

Pat Cabrera provided a brief historical overview of the HHW Fee and summarized the staff report. A link to the staff report is available here: [2024-HHW-Fee-Collection-Report.pdf](#)

Additional time was provided to the Board for discussion and clarifying questions. An audio link to the discussion is available here: [HHW-Fee-Collection-Report-Discussion](#).

President Carling opened the public hearing. There was no public comment, and the public hearing was closed. Board member Young moved approval of the staff recommendation, and Board member Sadoff seconded. The motion carried 20-0. The Clerk called the roll:

(Ayes: Balch, Carling, Cavanaugh, Hannon, Hansen-Romero, Haubert, Hernandez, Jensen, Kalb, Mourra, Sadoff, 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)**

(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)

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 Earth Month. A link to the topic brief is available [here](#).

**VIII. ADJOURNMENT** – The meeting was adjourned at 4:05 p.m.

**Next meetings: WMA & EC MEETING, MAY 22, 2024 AT 3:00 P.M.  
PC & RB MEETING, MAY 9, 2024 AT 6:00 P.M.**