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**MINUTES OF THE ALAMEDA COUNTY WASTE
MANAGEMENT AUTHORITY MEETING
OF THE
PROGRAMS AND ADMINISTRATION COMMITTEE**

Thursday, January 12, 2017

9:00 A.M.

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

Members Present:

Castro Valley Sanitary District	Dave Sadoff
City of Dublin	Don Biddle
City of Hayward	Francisco Zermeno
City of Livermore	Bob Carling
City of Newark	Mike Hannon
City of Oakland	Dan Kalb
Oro Loma Sanitary District	Shelia Young
City of San Leandro	Deborah Cox
City of Fremont	Vacant

Absent:

County of Alameda	Keith Carson
City of Berkeley	Jesse Arreguin
City of Union City	Lorin Ellis

Staff Present:

Pat Cabrera, Administrative Services Director
Wendy Sommer, Executive Director
Michelle Fay, Program Manager
Brian Mathews, Senior Program Manager
Kelly Schoonmaker, Program Manager
Arliss Dunn, Clerk of the Board

1. Convene Meeting

Chair Dave Sadoff called the meeting to order at 9:05 a.m. Executive Director Wendy Sommer announced that beginning January 2017, Pat Cabrera, Administrative Services Director would be the lead staff for the Programs & Administration (P&A) Committee and Tom Padia, Deputy Executive Director would be the lead staff for the Planning & Organization/Recycling Board (P&O/RB). Ms. Sommer stated that she would continue to be lead staff for the WMA/EC Board and would continue to be present at the committee meetings.

Ms. Sommer announced that staff would be releasing a flier to remind stores of the impending expanded reusable bag ordinance effective May 1, 2017. Staff will follow up again in March. The agency will be hiring

DRAFT

an Associate that will be dedicated to providing assistance and additional outreach and support to the affected stores.

Michelle Fay, Program Manager, announced that the Annual Business Efficiency Awards will be held at the March 22, 2017 meeting of the WMA Board. This year the agency has ten nominations and staff is hoping to select five businesses from throughout the county. Ms. Fay added the call for nominations went out to member agency staff (TAC), haulers, StopWaste staff, contractors and partners. Board member Young requested that staff include the Board when sending out the call for nominations so the Board members can follow up with member agency staff. Ms. Fay stated that staff will include the Board next year.

2. Public Comments

There were none.

3. Approval of the Draft Minutes of December 8, 2016 (Pat Cabrera)

Action

Board member Young made the motion to approve the draft minutes of December 8, 2016. Board member Hannon seconded and the motion was carried 7-0 (Ayes: Biddle, Carling, Cox, Hannon, Sadoff, Young, Zermeno. Nays: None. Abstain: None. Absent: Arreguin, Carson, Ellis, Kalb, Fremont vacant).

4. ACWMA Property Lease: Sprint, T-Mobile, AT&T (Brian Mathews)

Action

Staff recommends that the Programs and Administration Committee recommend that the Authority Board authorize the Executive Director to amend the Sprint electrical trench lease to reduce the rent by the terms described herein if and when new tenants sub-lease the electrical trench; and,

That the Programs and Administration Committee recommend that the Authority Board authorize the Executive Director to enter into a lease agreement based on the terms described herein to AT&T for use of the electrical trench operated by Sprint; and

That the Programs and Administration Committee recommend that the Authority Board authorize the Executive Director to enter into a lease agreement based on the terms described herein to T-Mobile for use of the electrical trench operated by Sprint.

Brian Mathews provided a summary of the staff report. The report is available here:

[ACWMA-Sprint-Property-Lease-memo-01-12-17.pdf](#)

Board member Hannon inquired if staff had looked at revenue models other than CPI. Mr. Mathews stated no, this item was put out to bid in 2015 and the terms of the contract were established at that time using CPI.

Board member Cox made the motion to approve the staff recommendation. Board member Biddle seconded and the motion carried 8-0 (Ayes: Biddle, Carling, Cox, Hannon, Kalb, Sadoff, Young, Zermeno. Nays: None. Abstain: None. Absent: Arreguin, Carson, Ellis, Fremont vacant).

5. ACWMA Property – Grazing License Amendment (Brian Mathews)

Action

Staff recommends that the Programs and Administration Committee recommend to the Authority Board to authorize the Executive Director to amend the Grazing License between the Authority and Joseph and Charlene Paulo to change the rent collection mechanism from “in-advance” rent payment to “in arrears” rent payment.

Brian Mathews provided a summary of the staff report. The report is available here:

[ACWMA-Grazing-License-Amendment-memo-01-12-17.pdf](#)

DRAFT

Chair Sadoff inquired if the agency authored the range management plan and asked regarding the total staffing cost for the project. Mr. Mathews stated yes the agency authored the original plan in 2000 and the plan was revised in 2005. There is minimal staffing costs related to the project and the agency has a very good ranging tenant.

Board member Hannon made the motion to approve the staff recommendation. Board member Kalb seconded and the motion was carried 8-0 (Ayes: Biddle, Carling, Cox, Hannon, Kalb, Sadoff, Young, Zermeno. Nays: None. Abstain: None. Absent: Arreguin, Carson, Ellis, Fremont vacant).

6. Marin Carbon Project (Kelly Schoonmaker)

Information

This item is for information only

Kelly Schoonmaker presented a PowerPoint presentation of the Marin Carbon Project research and its implications for statewide compost markets.

A link to the presentation is available here: [Marin-Carbon-Project-01-12-17.pdf](#)

Additional links are provided for your information:

Marin Carbon Project: <https://www.marincarbonproject.org/>

Carbon Cycle Institute (this arm continues the research on carbon farming): <http://www.carboncycle.org/>

Healthy Soils Initiative (state funding for compost application): <https://www.cdfa.ca.gov/oefi/healthysouils/>

Chair Sadoff thanked Ms. Schoonmaker for an excellent presentation. Ms. Sommer added one of the reasons why she asked for the presentation is to highlight the connections of what we do and the importance of permitting a composting facility at Altamont, encouraging the composting of food scraps and increasing market development for compost. There is also the nexus between grazing on our property and the carbon project. Ms. Sommer added while we don't currently have a specific proposal to present at this time, we may in the future if there is funding available to do a pilot project on our property.

7. Member Comments

Board member Young inquired if it may be possible to arrange a tour of a couple of composting facilities and the agency property in the future. Ms. Schoonmaker stated that she arranges tours for staff of existing composting facilities and would extend the invitation to Board members as well.

8. Adjournment

The meeting adjourned at 10:10 a.m.