

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

**Thursday, May 13, 2021**

**7:00 P.M.**

**TELECONFERENCE MEETING**

**I. CALL TO ORDER**

President Darby Hoover called the meeting to order at 7:00 p.m. Timothy Burroughs explained the process being utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#)

**II. ROLL CALL OF ATTENDANCE**

Bob Carling, ACWMA  
Deborah Cox, ACWMA  
Eric Havel, Environmental Educator  
Darby Hoover, Environmental Organization  
Dan Kalb, ACWMA  
Laura McKaughan, Source Reduction Specialist  
Tianna Nourot, Solid Waste Industry Representative  
Dave Sadoff, ACWMA  
Francisco Zermeño, ACWMA  
Chiman Lee, Recycling Programs  
Vacant, Recycling Materials Processing Industry

**Staff Present:**

Wendy Sommer, Executive Director  
Timothy Burroughs, Deputy Director  
Pat Cabrera, Administrative Services Director  
Justin Lehrer, Operations Manager  
Meghan Starkey, Senior Management Analyst  
Arliss Dunn, Clerk of the Board  
Adrienne Ramirez, Assistant to Clerk of the Board  
Farand Kan, Deputy County Counsel

**Others Participating:**

Shawn Tackitt, Field Director of Operations, Waste Management, Inc.  
Karen Stern, Director of Communications, Waste Management, Inc.  
Lizzie Carrade, City of Albany  
Hoi-Fei Mok, City of San Leandro

**III. ANNOUNCEMENTS BY THE PRESIDENT**

There were none.

**IV. OPEN PUBLIC COMMENT**

There was none.

## **V. CONSENT CALENDAR**

- 1. Approval of the Draft Joint WMA, EC & RB Minutes of April 28, 2021 (Timothy Burroughs)**
- 2. Board Attendance Record (Timothy Burroughs)**
- 3. Written Report of Ex Parte Communications (Timothy Burroughs)**

There were no public comments for the Consent Calendar. Board member Zermeño moved to approve the Consent Calendar and Board member McKaughan seconded. The motion carried 10-0. The Clerk called the roll:

(Ayes: Carling, Cox, Havel, Hoover, Kalb, McKaughan, Nourot, Sadoff, Zermeño, Lee. Nays: None. Abstain: None. Absent: None. Vacant: Recycling Materials Processing Industry)

## **VI. REGULAR CALENDAR**

- 1. Proposed FY 2021-2022 Budget (Wendy Sommer, Timothy Burroughs, and Pat Cabrera)**  
That the Recycling Board adopt the RB FY 21-22 Budget Resolution (Attachment A).

Timothy Burroughs provided clarification regarding the Agency's grant decision and outreach process and recommended that Board adopt the Recycling Boards portion of the budget of approximately \$12M. There were no public comments on this item. Board member Zermeño motioned to adopt the proposed budget. Board member Sadoff seconded and the motion carried 10-0. The Clerk called the roll:

(Ayes: Carling, Cox, Havel, Hoover, Kalb, Lee, McKaughan, Nourot, Sadoff, Zermeño. Nays: None. Abstain: None. Absent: None. Vacant: Recycling Materials Processing Industry)

- 2. Waste Management Davis St. Organics Facilities Update (Wendy Sommer)**  
This item is for information only.

Wendy Sommer provided an overview of the staff report and introduced Shawn Tackitt and Karen Stern of Waste Management, Inc. Mr. Tackitt provided an update to the board on the status of two organics processing facilities at the Davis Street Resource Recovery Complex in San Leandro. A link to the staff report is available here: [WM-Facility-Update.pdf](#).

Mr. Tackitt presented a video of the facility operations, available here: <https://youtu.be/kzsKkWaR2Rg>. The audio link to the discussion is available here: [OMRF-Presentation](#)

Additional time was provided for committee members to ask clarifying questions. Mr. Tackitt informed the committee that the facility is not currently offering tours to the public but tours are available to jurisdictions upon request. To schedule a tour, contact Marisol Duenas at [mduenas2@wm.com](mailto:mduenas2@wm.com) or 510-563-4245. There were no public comments on this item. President Hoover thanked Mr. Tackitt for the presentation.

- 3. Municipal Panel Climate Action on the Local Government and Community Level (Meghan Starkey)**

This item is for information only

Meghan Starkey provided an overview of the staff report and introduced Lizzie Carrade, City of Albany and Hoi-Fei Mok, City of San Leandro, who provided an overview of climate mitigation and adaptation activities, and information on tools to create multiple benefits and create capacity within their

communities. A link to the staff report is available here: [Municipal-Panel-Climate-Action.pdf](#). An audio link to the discussion and presentation is available here: <https://www.stopwaste.org/file/8219>. Additional time was provided for committee members to ask clarifying questions.

There were no public comments on this item. President Hoover thanked Lizzie Carrade and Hoi-Fei Mok for the presentation.

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

There were none.

**VIII. ADJOURNMENT**

The meeting adjourned at 8:25 p.m.