

**DRAFT**

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

**Wednesday, October 25, 2023  
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 Pleasanton	Jack Balch, WMA, EC
City of San Leandro	Fred Simon, WMA, EC
City of Union City	Jeff Wang, WMA, EC

**Absent**

City of Piedmont	Jen Cavanaugh, WMA, EC
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**Staff Participating**

Timothy Burroughs, Executive Director  
Pat Cabrera, Administrative Services Director  
Alma Freeman, Communications Manager  
Emily Alvarez, Program Manager  
Arliss Dunn, Clerk of the Board  
Adrienne Ramirez, Assistant Clerk of the Board  
Richard Taylor, WMA Legal Counsel

**Others Present**

Mike Harding, Project Representative, Jess Ranch Composting Facility  
Bruce Fritz, Alameda County HHW Division Chief  
Ken Pianin, Solid Waste Manager, City of Fremont

### III. ANNOUNCEMENTS BY PRESIDENTS

The Board expressed condolences to Board member Young on the passing of her sister.

### IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR

Arthur Boone provided public comments.

### V. CONSENT CALENDAR

#### 1. Approval of the Draft WMA & EC Minutes of September 27, 2023

#### 2. Grants Issued Under Executive Director Signature Authority - WMA 2023-04

#### 3. BayREN Contract for 2024-2027 and Business Plan Update (Emily Alvarez) (EC only)

Adopt the attached Resolution authorizing the Executive Director to enter into a four-year contract with ABAG, starting January 1, 2024, for BayREN services and other related actions and to approve budget amendments up to 2% (approximately \$768,000) of the contract total where the scope of work remains unchanged.

#### 4. Acceptance of U.S. Department of Energy Buildings Upgrade Prize for Multifamily Building Electrification (Ben Cooper) (EC only)

Adopt the attached Resolution authorizing the Executive Director to accept a \$200,000 Buildings Upgrade Prize for the development of a multifamily energy efficiency and electrification implementation plan and other related actions.

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

The Clerk called the roll: WMA Vote: 14-0 and EC Vote: 14-0.

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

### VI. REGULAR CALENDAR

#### 1. Amendment to the Alameda County Integrated Waste Management Plan (CoIWMP) for Jess Ranch Composting Facility located at 15850 Jess Ranch Road in Unincorporated Alameda County (Emily Alvarez)

Staff, the Recycling Board (as the LTF), and the Planning Committee of the WMA recommend to the WMA Board that it hold a public hearing and adopt a resolution to:

- (1) Amend the CoIWMP to include the Jess Ranch Composting Facility in Unincorporated Alameda County and make additional changes as needed for consistency (Exhibit 1);
- (2) Find that the Jess Ranch Composting Facility conforms to the CoIWMP as amended (Exhibit 2); and
- (3) Make the findings required by CEQA, including adoption of a Statement of Overriding Considerations.

Timothy Burroughs introduced the item. Emily Alvarez provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and the presentation is available here: [Jess-Ranch-CoIWMP-Amendment-memo.pdf](#). Mike Harding, Project Representative for the Jess Ranch Composting Facility, was present to answer questions. Ms. Alvarez informed that Board that on August 10, 2023, staff provided a presentation to the Recycling Board, and the Recycling Board, in its role as the Local Task Force (LTF) and the Planning Committee of the WMA Board recommended that the WMA Board approve the subject County Integrated Waste Management Plan (CoIWMP) amendment and hold a public hearing at a future WMA meeting. Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [Jess-Ranch-CoIWMP-Discussion](#).

## DRAFT

Arthur Boone provided public comments. Board member Kalb moved approval of the staff recommendation, and Board member Wengraf seconded. The motion carried 19-0. The Clerk called the roll: (Ayes: Akagi, Balch, Carling, Hannon, Hansen-Romero, Haubert, Hernandez, Jensen, Kalb, Mourra, Shao, Simon, Wang, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Cavanaugh)

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

That the WMA Board direct staff to conduct the Household Hazardous Waste Fee financial analysis based on current program design to determine if there is a need to adjust the fee beginning in FY 2025.

Timothy Burroughs introduced the item. Pat Cabrera provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [HHW-Update-memo.pdf](#). Ken Pianin, Solid Waste Manager at the City of Fremont, and Bruce Fritz, HHW Division Chief, were present to answer questions. The Board was provided additional time for discussion and for clarifying questions. An audio link to the discussion is available here: [HHW-Update-Discussion](#).

Ms. Cabrera stated that staff will return to the Board in the spring of 2024, upon completion of the financial analysis. There were no public comments for this item. Board member Young moved approval of the staff recommendation, and Board member Wengraf seconded. The motion carried 18-0. The Clerk called the roll: (Ayes: Akagi, Balch, Carling, Hannon, Hansen-Romero, Haubert, Jensen, Kalb, Mourra, Shao, Simon, Wang, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Cavanaugh, Hernandez)

### **3. 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 Waste Management Authority Board, The Energy Council, and the Planning Committee & Recycling Board, Wednesday, November 15, 2023, at 3:00 p.m. The meeting will be held at StopWaste, 1537 Webster Street, Oakland, CA)

There was no action required for this item.

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

Mr. Burroughs announced that the monthly topic brief highlights the proper handling and disposal of treated wood. A link to the topic brief is available [here](#).

## **VIII. ADJOURNMENT – TO JOINT WMA, EC, AND PC & RB MEETING NOVEMBER 15, 2023, at 3:00 P.M.**

The meeting was adjourned at 4:10 p.m.