

APPROVED

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

Thursday, May 9, 2024

6:00 P.M.

*IN PERSON MEETING LOCATION:
DUBLIN CIVIC CENTER – BRAY COMMUNITY ROOM
100 CIVIC PLAZA, DUBLIN, CA*

I. CALL TO ORDER

First Vice President Havel called the meeting to order at 6:10 p.m.

II. ROLL CALL OF ATTENDANCE

Eric Havel, Environmental Educator
Dan Kalb, ACWMA
Tracy Jensen, ACWMA
Chiman Lee, Recycling Programs
Grace Liao, Source Reduction Specialist
Laura McKaughan, Recycling Materials Processing Industry
David Mourra, ACWMA
Fred Simon, ACWMA
Vacant, Solid Waste Industry Representative

Absent

Darby Hoover, Environmental Organization
Jeff Wang, ACWMA

Staff Present:

Timothy Burroughs, Executive Director
Alma Freeman, Communications Manager
Trevor Probert, Program Manager
Emily Alvarez, Program Manager
Arliss Dunn, Clerk of the Board
Farand Kan, Deputy County Counsel

Others Participating

Zachary Malone, UC Merced Research Team

III. ANNOUNCEMENTS BY THE PRESIDENT

There were none.

IV. OPEN PUBLIC COMMENT

There were none.

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V. CONSENT CALENDAR

1. **Approval of the Draft Joint WMA, EC, and PC&RB Minutes of April 24, 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 Havel seconded, and the motion carried 6-0. The Clerk called the roll: (Ayes: Havel, Lee, Liao, McKaughan, Mourra, Simon. Nays: None. Abstain: None. Absent: Hoover, Kalb, Jensen, Wang).

VI. REGULAR CALENDAR

1. **Fiscal Year 2025 Budget Adoption (Timothy Burroughs & Pat Cabrera)**

That the Recycling Board hold a public hearing and adopt the RB FY 2025 Budget Resolution (Attachment A).

The proposed FY 2025 budget was presented at a combined meeting of the WMA, Recycling Board, and the Energy Council on April 24, 2024. A link to the staff report and the presentation is available here: [FY-2025-Budget-Presentation](#). Mr. Burroughs thanked the Board for their direction and guidance and acknowledged staff for their efforts in producing a budget that reflects our values.

Additional time was provided to the Board for discussion and clarifying questions. An audio link to the discussion is available here: [FY-2025-Budget-Discussion](#). There were no requests for changes to the budget. Mr. Burroughs recommended that the Board adopt the Recycling Board's portion of the budget (Attachment A).

First Vice President Havel opened the public hearing. There were no public comments on this item and the public hearing was closed. Board member McKaughan moved for approval to adopt the RB FY 2025 Budget Resolution (Attachment A), and Board member Lee seconded. The motion carried 6-0. The Clerk called the roll: (Ayes: Havel, Lee, Liao, McKaughan, Mourra, Simon. Nays: None. Abstain: None. Absent: Hoover, Kalb, Jensen, Wang).

2. **Compost on Turfgrass Studies (Trevor Probert)**

This item is for information only.

Timothy Burroughs introduced the item. Trevor Probert provided an overview of the staff report and introduced Zachary Moore, UC Merced Research Team. StopWaste partnered with the City of Dublin and City of Pleasanton to conduct two complementary studies on the effects of compost applications to turf grass and urban soils through a research contract with UC Merced. Mr. Probert provided an overview of the project, and Mr. Malone presented a progress report on the research and discussed early findings and takeaways. A link to the staff report and PowerPoint presentation is available here: [Compost-Studies-memo.pdf](#)

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

Dublin staff, Shannan Young and Michelle Sung, were in attendance. There were no public comments for this item. President Kalb thanked staff for a very informative presentation.

3. **Waste Characterization Study (Emily Alvarez)**

This item is for information only.

Mr. Burroughs introduced the item. Emily Alvarez provided an update on the waste stream sampling at transfer

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station and landfill facilities within Alameda County. From June 2023 to February 2024, the consultant team sorted over 650 samples from across the landfill, recycling, and organics stream. A link to the staff report and PowerPoint presentation is available here: [WCS-Update-memo.pdf](#). Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [WCS-Update-Discussion](#). Ms. Alvarez stated that the final report is expected to be completed by the end of the fiscal year.

There were no public comments. President Kalb thanked Ms. Alvarez for a very informative presentation.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Mr. Burroughs announced that First Vice President Havel completed his second term on the Recycling Board, and this would be his final meeting. Mr. Burroughs thanked Board member Havel for his service and remarked that we would continue to partner through the schools' program. Mr. Havel expressed his appreciation and stated that he enjoyed serving on the Recycling Board. Board member Havel was presented with a certificate of appreciation and reusable agency gifts.

Mr. Burroughs reminded the Board that there are now two vacancies on the Recycling Board representing the solid waste industry and the environmental educator. We have posted the notices on our website and are working with the Board of Supervisors to fill the vacancies. Mr. Burroughs asked the Board to encourage anyone to apply that may be qualified and interested in serving on the Board.

VIII. ADJOURNMENT – TO PC&RB MEETING – JUNE 13, 2024 AT 4:00 P.M.

The meeting was adjourned at 7:45 p.m.