

APPROVED

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

**Wednesday, March 27, 2024
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 Piedmont	Jen Cavanaugh, WMA, EC
City of Pleasanton	Valerie Arkin, WMA, EC (alternate)
City of San Leandro	Fred Simon, WMA, EC
City of Union City	Jeff Wang, WMA, EC

Staff Participating

Timothy Burroughs, Executive Director
Pat Cabrera, Administrative Services Director
Alma Freeman, Communications Manager
Justin Lehrer, Operations Manager
Nisha Patel, Management Analyst
Jennifer West, Program Manager
Arliss Dunn, Clerk of the Board
Deborah Miller, WMA Legal Counsel

Others Participating

Bruce Fritz, Alameda County HHW
Kathy Cote, City of Fremont
Priscilla Quiroz, Shaw, Yoder, Antwih, Schmelzer & Lange

III. ANNOUNCEMENTS BY PRESIDENTS

There were none.

IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR

There were no public comments. Staff received an email from Mr. Kumar Shah. It was received after the deadline for written public comments to be submitted for this meeting, but the comment will be added to the minutes as a matter of public record.

V. CONSENT CALENDAR

1. Approval of the Draft WMA & EC Minutes of February 28, 2024

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

The Clerk called the roll: WMA Vote: 19-0 and EC Vote: 19-0.

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

VI. REGULAR CALENDAR

1. StopWaste Building Rooftop Heat Pump HVAC Upgrade (Ben Cooper)

That the WMA Board authorize the Executive Director to enter into a construction contract with American Mechanical, Inc. to install new heat pump HVAC and hot water equipment at the Agency office located at 1537 Webster Street, Oakland, CA 94612.

Timothy Burroughs introduced the item. Ben Cooper provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and the presentation is available here: [HVAC-memo.pdf](#). Mr. Cooper stated that the current rooftop HVAC equipment and gas hot water heater were installed in 2007 and are incurring increased maintenance costs. The WMA put out a formal and public request for proposals (RFP) to replace the rooftop HVAC units and the water heater in February and received four bids. American Mechanical, Inc (AMI), was the lowest and most responsive bidder. Staff requested the WMA Board to authorize the Executive Director to enter into a construction contract with AMI. Additional time was provided to the Board for discussion and clarifying questions. An audio link to the discussion is available here: [HVAC-Discussion](#).

There were no public comments on this item. President Carling thanked staff for the presentation. Board member Zermeño moved approval of the staff recommendation, and Board member Young seconded. The motion carried 19-0. The Clerk called the roll:

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

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

That the WMA Board approve the annual HHW disposal and collection fee of \$7.80 per residential unit for the five years beginning in FY 2025 and direct staff to present the Board with an ordinance to remove the fund balance requirement and negotiate amendments to the MOUs with the County and City of Fremont based on maintaining the same level of service through FY 2029.

Timothy Burroughs introduced the item. Pat Cabrera provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and the presentation is available here: [HHW-Fee-memo.pdf](#). Bruce Fritz, Alameda County HHW Program Manager, was present to answer any questions. Ms. Cabrera stated that as required by the HHW fee ordinance, a funding analysis was conducted to determine if the HHW fee needs to be revised beginning in FY 2025. Ms. Cabrera provided the results of this analysis with the recommendation that the WMA board set the HHW fee at \$7.80 per year

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per residential unit. The annual fee would remain the same for the next five years. Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [HHW-Fee-Discussion](#).

Kathy Cote, Environmental Services Manager for the City of Fremont, expressed her support for the staff recommendation to continue the same level of services for the next five years. There were no public comments for this item. President Carling thanked staff for the presentation.

Board member Jensen moved approval of the staff recommendation, and Board member Kalb seconded. The motion carried 19-0. The Clerk called the roll:

The Clerk called the roll: WMA Vote: 19-0 and EC Vote: 19-0.

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

3. Legislative Positions for 2024 (Jennifer West)

Staff recommend that the Boards adopt the stated positions on the bills listed in the staff report.

Timothy Burroughs introduced the item. Jennifer West provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and the presentation is available here: [Leg-Update-memo.pdf](#). Priscilla Quiroz, Agency Lobbyist, was present for questions. Ms. West provided an update on the current legislative cycle as it relates to the five legislative priorities adopted by the Boards in January and recommended that the Boards adopt the stated positions on the bills listed in the staff report. Additional time was provided to the Boards for discussion and for clarifying questions. An audio link to the discussion is available here: [Leg-Update-Discussion](#). There were no public comments for this item. President Carling thanked Ms. West for a very complete and informative report.

Board member Kalb moved approval of the staff recommendation that the Boards adopt the stated positions listed in the staff report, and Board member Zermeño seconded. The motion carried:

The Clerk called the roll: WMA Vote: 20-0 and EC Vote: 20-0.

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

(Joint meeting of the WMA Board, Energy Council, and Planning Committee & Recycling Board on Wednesday, April 24, 2024 at 3:00 p.m. The meeting will be held at StopWaste, 1537 Webster Street, Oakland, 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 tips for sustainable spring cleaning. A link to the topic brief is available [here](#).

Board member Zermeño announced the City of Hayward's Annual Citywide Clean-Up and Community Fair will take place on Saturday, April 20, 2024 from 8:30 a.m. – 1:00 p.m. All are invited to attend.

Board member Young informed the Board that Arthur Boone, former Recycling Board member, is very ill and to keep him in our thoughts. Board members may contact her if they would like to reach out to his family.

VIII. ADJOURNMENT – TO JOINT WMA, EC, AND PC&RB MEETING ON APRIL 24, 2024 at 3:00 P.M.

The meeting was adjourned at 5:10 P.M.