



MINUTES
SOLID WASTE MANAGEMENT COMMISSION
Monday, October 28, 2002
Solid Waste Management Center, 1201 Second Street

Solid Waste Management Division

Chairperson Carrie Sprague called the meeting to order at 7:02 p.m.

1. Roll Call: Commissioners Present: Rachel Balsley, Rod Becker, Judith Maguire, Jay Miyazaki, Carrie Sprague (Chair)
Commissioners Arriving After Roll Call: Howard Chong (7:06 p.m.), Kristine Johnson (7:04 p.m.)
Staff: Rene Cardinaux, Becky Dowdakin (Secretary), Darryl Moore
Members of the Public: Jon Bauer, Andrea Payne, Dave Williamson

2. Comments from the Public: Miyazaki voiced his concern that staff was not reporting actions of the Commission to the Council. Chairperson Sprague noted that this topic was not on the agenda, and therefore the Commission could not discuss it. Miyazaki asked that communication with Council be added to the next agenda. Jon Bauer introduced himself and stated that he may be interested in becoming a member of the Commission.

3. Announcements: None

4. Ceremonial Items:
 - a. **Recognition of Service**
Dowdakin thanked Commissioner Kristine Johnson for her service to the City of Berkeley, ending tonight with her final meeting as member of the Commission, and presented her with a certificate of appreciation. Maguire read a poem. Johnson thanked the other Commission members, and they wished her good luck.

5. Approval of the Minutes from the August 26, 2002 and September 23, 2002 Meetings:
Miyazaki noted that Sara MacKusick attended the September 23, 2002 meeting. M/S Johnson/Chong to approve the September 23, 2002 minutes as amended, passing 7/0/0. M/S Miyazaki/Maguire to approve the August 26, 2002 minutes, passing 5/0/2 with Balsley and Johnson abstaining.

6. New Business
 - a. **Refuse Fund Budget – Budget Preparation FY2004/05**
Rene Cardinaux, Director of Public Works, explained that he was meeting with commissions and affected work groups in the department to solicit ideas on items to include in the budget proposal for FY2004/05. He noted that the City is anticipating significant budget deficits in the General Fund. Although the Solid Waste Management Division operates from the Refuse Fund and does not use General Fund monies, there will certainly be repercussions from the General Fund deficit, including not filling vacancies. Public Works wants to pay special attention to the cost-effectiveness of contracting out services, and to recognize the true cost of “free” services so often provided by Public Works and especially Solid Waste.

Chong asked several questions regarding the budget schedule. Cardinaux responded that Council will receive the FY2004/05 budget at the beginning of May 2003 and that SWMD staff will have until the end of the (calendar) year to work on the budget. He added that although the Commission can comment to the Council at anytime, participation at the beginning of the budget process is more useful.

Darryl Moore, Public Works Budget Analyst, reviewed the multi-page budget handout provided with the Commission packet. The Commission asked a variety of questions regarding the budget process, the accounting and budget practices related to the Refuse Fund, and the allowable uses of the Refuse Fund. Moore then solicited ideas from the Commission for inclusion in the FY2004/05 budget. Moore agreed to return this list to the Commission for discussion at the November 2002 SWMC meeting.

Cardinaux said staff would return to the Commission in January 2003 with the proposed budget and a mid-year update for FY2003.

7. Old Business

a. Harrison Village Shelter

Sprague informed the Commission that the Harrison Village Shelter project is item number #23 of “unscheduled” projects before the Zoning Adjustments Board (ZAB). Sprague explained that she could be required to recuse herself from discussion of the project with ZAB, if the Commission takes a position on the project. She was not sure that if she recused herself from the Commission discussion, she would then be able to participate in ZAB. Sprague asked staff to check with the City Attorney on this issue. Johnson expressed worry over the Commission’s silence on the project. She supported the letter drafted by Becker and urged the Commission to act. Discussion of this item was continued to the next meeting.

b. Mission Statement

Johnson distributed a draft revision of the Commission’s mission statement. The Commission discussed the mission statement at length, covering the nature of the Commission’s advisory role and the appropriate degree of activism, and amended the statement several times. M/S Johnson/Miyazaki to adopt the following as the mission statement:

“The Solid Waste Management Commission is appointed by the City Council and members serve up to eight years. There are nine commissioners, one appointed by each council member, including the mayor. The Commission is responsible for making recommendations on City solid waste policy and goals, including commercial and residential garbage and recycling services, budgets, and other decisions relating to solid waste in the City of Berkeley. The Commission serves in an advisory role to the City Council.”

The motion carried 7/0/0.

8. Staff updates: Dowdakin summarized memos from City Clerk and City Attorney on **Council Reports on Internet and Captioning of Meetings and Commission Endorsement of Candidates and Ballot Measures**. Dowdakin reported a delay in the **2001 Annual Report**

to the California Integrated Waste Management Board due to the unavailability of statistics regarding taxes and demographics. Ecology Center plans to present a **Plastics Education Report** at the next Commission meeting. The **Dwight-King** site, still occupied by the recycling center, is up still for sale, but the owner has not approached the City with any offer regarding its disposition. **Recycling at Berkeley High School** (BHS) apparently has been temporarily discontinued by the Vice-Principal. SWMD staff was aware of some problems with collection of paper from BHS, but learned only recently that BHS staff removed the recycling containers and that the school administration had announced that the program was stopped. SWMD staff is working with their hired school recycling coordinator and with BHS and BUSD staff to resolve the issues.

9. Future agenda items and meeting days: The next meeting will be November 25, 2002. Prospective discussion items for the agenda include discussion of the draft letter on Harrison Village Shelter (pending settlement of the recusal question regarding ZAB), FY2004/05 budget and commission recommendations, email from Cota, recycling in schools, information from staff on residential service sector, report on Annual Clean up, quarterly reports on waste diversion and refuse disposal, Plastics Education Report from Ecology Center, and reporting to Council.
10. Adjourn: M/S Johnson/Balsley to adjourn the meeting. Motion carried 7/0/0. The meeting adjourned at 9:26 p.m.