



DEPARTMENT OF PUBLIC WORKS
Solid Waste Management Division

MINUTES
SOLID WASTE MANAGEMENT COMMISSION
Wednesday, May 26, 2004
Solid Waste Management Center, 1201 Second Street

Chairperson Howard Chong called the meeting to order at 7:04 p.m.

1. Roll Call:

Commissioners Present: Howard Chong, Genevieve Dreyfus, Steen Jensen,
Peter Schultze-Allen, Carrie Sprague

Commissioner Absent: Jay Miyazaki

Commissioners Arriving After Roll Call: Susan Blachman (7:19 p.m.)

Staff: Becky Dowdakin, Tom Farrell, Darryl Moore

Members of the Public: Jeff Belchamber, Pam Belchamber, Yolanda Huang,
Dave Williamson

Guests: Steve Sherman, Dan Sicular

2. Comments from the Public: Berkeley resident Yolanda Huang introduced herself and said she was interested in technologies for handling organic materials in the most energy efficient and least polluting manner, with particular interest in anaerobic digesters commonly used in Europe. She stated that she hoped these types of options would be considered in developing the Solid Waste Management Plan.

3. Announcements: Chong said that he had sent a letter to Council regarding the importance of keeping the Solid Waste Management Commission active.

4. Approval of the Minutes from the April 26, 2004 Meeting: Sprague noted that in the last sentence on page two, "employee" should be changed to "employ." Dreyfus noted that on the same page "repot" should be changed to "report." M/S Sprague/Schultze-Allen to approve the minutes of April 26, 2004 as amended; approved 5/0/0.

5. Approval of Agenda: Chong suggested that item 7a be taken before item 6a; that the time allotted for items 6b, c, and d be reduced to five minutes each; and that the time allotted for item 6a be increased to 40 minutes. M/S Schultze-Allen/Sprague, to take agenda in the order and with the allotted time proposed; approved 5/0/0.

7. Old Business:

a. **Staff Presentation of FY2005 SWMD and Refuse Fund Budget**

Darryl Moore, Budget Analyst for the Department of Public Works, presented the proposed FY2005 budget for the Refuse Fund (820), including the Solid Waste Management Division (SWMD), and information on the Public Works Department budget. Moore distributed a line item budget work sheet for Fund 820 FY2005, and a packet of information providing a Public Works financial summary. Chong asked if it was possible to set aside funds for future capital expenditures, or to implement planned programs and related infrastructure. Moore responded that he was not sure of the legality but would check with the City Attorney's

Office. Moore noted that City is in an ideal position to borrow money for capital projects related to solid waste because we have an enterprise fund with a dedicated revenue stream [solid waste fees].

6. New Business:

a. **Solid Waste Management Plan - Summary of Existing Conditions and Opportunities**

Dowdakin introduced Dan Sicular of Environmental Science Associates (ESA), and Steve Sherman of Applied Compost Consulting (ACC). SWMD has hired both firms to develop a Solid Waste Management Plan for the City. Sicular presented a broad overview of the draft report on Baseline Program Information. Sprague requested that the report be consolidated into chart form, so that readers could more easily identify gaps in existing programs.

Schultze-Allen noted that the ESA proposal mentioned a “summary” report and concurred with Sprague that the draft report be summarized in table form. Blachman suggested that the City’s partners in these programs should be more clearly identified. Sherman responded that ESA/ACC would do a second “read” of the document with a focus on the “issues and opportunities” sections.

Sicular went on to present information on Berkeley waste generation, and passed out a packet of charts entitled “Analysis of Generated Waste.” The Commissioners asked a series of clarifying questions regarding the charts, which Sicular answered.

M/S Dreyfus/Schultze-Allen to extend time for this item by 15 minutes; approved 6/0/0.

Chong returned discussion to the Baseline Report and requested ESA/ACC to explore more fully the issues related to processing capacity, especially related to food waste, paper, and reuse. He further requested that the Commissioners send all comments on the Baseline Report to the Secretary by June 4, 2004. Last, Chong suggested that the consultants use the master list of materials used in the 2000 Waste Characterization Study [prepared by R.W. Beck for the Alameda County Waste Management Authority], or at least provide definitions for the material categories they use.

Dowdakin reminded the Commission that last month they discussed topics for four public workshops that the consultants will facilitate as a part of this project. The topics recommended by the Commission were: residential and commercial organics, services to the student population, and services to multi-family buildings. Sicular suggested that since the project includes development of a master plan for the transfer station, a workshop on the site was important.

b. **Quarterly Report from Community Conservation Centers (CCC)**

Jeff Belchamber, CCC General Manager, presented the quarterly report for CCC. He stated that prices for fibers and metals are strong, but the cost of sales is also rising. Sprague noted that the chart showing a 10-year record of quarterly tonnage showed a bumpy pattern, and asked why there was so much fluctuation. Belchamber answered that the trend is generally an increase in tonnage over time, with seasonal fluctuations, and even fluctuations based on the number of weekends in a quarter, weather, and other factors. Belchamber informed the

Commission that CCC had added collection of cell phones and toner cartridges for drop-off, had engaged in pavement repairs in the last quarter, and was exploring dust suppression options for the fiber sorting line. Blachman suggested that CCC advertise cell phone recycling. Jensen asked if plastics recycling was profitable and if the markets were real. Belchamber answered that HDPE is exported, and PET has a local market; though the markets are stable, plastic processing has its unique difficulties and expenses.

M/S Schultze-Allen/Blachman to extend time for this item by 5 minutes; approved 6/0/0.

Schultze-Allen asked if the price for plastics shown on page 3 included new redemption value increases, and Belchamber answered that the price was scrap value only. Chong asked about the Gaia bin for clothing. Belchamber said that CCC was sending about 1.5 tons per month through this clothing recycling program. Dowdakin noted that the company ships materials to Etna, California, and sells the textiles to fund charitable work in Africa.

c. Quarterly Report from Ecology Center

Dave Williamson, Recycling Operations Manager for Ecology Center, presented the Ecology Center quarterly report. Williamson went on to describe Ecology Center's position on plastics recycling and the environmental problems associated with plastic manufacturing.

d. Quarterly Report from Solid Waste Management Division

Dowdakin provide a summary of the quarterly report for SWMD. She noted that SWMD had updated its scale software in March 2004 and that some of the reports were difficult to run and resulted in errors, which staff hopes were all identified and corrected. Nonetheless, the report shows a discrepancy of about 10% between incoming and outgoing organic materials. This discrepancy has appeared in some past quarterly reports, and staff is investigating. The other significant data is a continued increase in food scraps tonnage, especially in March 2003, when SWMD added some large accounts to the commercial food scraps collection program.

e. Implementation of Work Plan Items

➤ **Staff Technical Reports to Commission.** III(a) Quarterly Budget Review.

Dowdakin noted that Commissioner Miyazaki's budget memo was included in the Commission's packet. Sprague, who is the other member of the Commissions Budget Subcommittee, stated that she had no comment on the memo. M/S Blachman/Jensen to table this item until the next meeting; approved 6/0/0.

➤ **Municipal Code Review.** I(i) Review Berkeley Municipal Codes, and state and regional regulations related to solid waste planning and management.

Dowdakin provide a brief overview of her work on editing the "definitions" sections of the Berkeley Municipal Code (BMC) chapters related to solid waste and recycling. She stated that in general, the definitions are adequate and not contradictory, but could be brought a little closer in line with State definitions. Dowdakin noted that terms used routinely by SWMD staff, such as "refuse" and "plant debris" are not defined in the BMC. Further, Dowdakin reported that as she worked on amending the definitions she realized that progress on developing the solid waste management plan would provide

important information for the definitions section. Chong described that revision of the BMC needed to include creation of waste categories as a tool to inform policies on mandated pickup frequency, franchise agreements, bans, health and safety issues, and other programs that, as yet, are not well defined in the BMC.

M/S Schultze-Allen/Sprague to extend time for this item by 10 minutes; approved 5/0/1 with Blachman abstaining.

f. Agenda Time Limits

Chong reminded the Commission of its rules regarding time limits (15 minutes per agenda item) and meeting length (2 hours). He stated that he had been using the standing item of Agenda Approval to reallocate time where he thought it was necessary, and that this seemed to be working. The commissioners had no comments. Blachman asked if the meetings could start at 7:30 p.m., and Chong agreed to put that request on the next agenda for discussion.

7. Staff Updates: Dowdakin announced that on May 18, 2004 Council adopted new refuse **rates** as proposed by staff. Tom Farrell, Manager of Solid Waste and Recycling updated the Commission on the outcomes of the first **Bulky Cleanup**, which was May 22, 2004. Overall, things went well, with 95 appointments and no violations of the published program rules. The Crew missed ten customers, apparently due to communication problems between the crews assigned to pickup specific materials [trash, plant debris, mattresses, scrap metals]. Farrell described progress on the **Plant Debris Project**, including that all major concrete work is finished and while the concrete is curing, the contractor is attending to related activities such as installing the pit scales and hauling the soils. The cost of this project is now approximately \$1.8 million.

8. Future Agenda Items and Meeting Days: The next meeting is June 28, 2004. The agenda will include discussion of two items from the Work Plan: the budget report tabled in this meeting, and Municipal Code Review (Sections 12.32 and 12.34); and discussion of commission meeting start time.

Chong invited the two newest members of the Commission, Genevieve Dreyfus and Steen Jensen to say a few words about themselves, which they did.

9. Adjourn: M/S Sprague/Blachman to adjourn at 9:35 p.m. Approved 6/0/0.