



DEPARTMENT OF PUBLIC WORKS  
Zero Waste Division

**MINUTES**  
**ZERO WASTE COMMISSION**  
**Monday, June 22, 2015**  
**City of Berkeley Corporation Yard - 1326 Allston Way**  
**Ratcliff Building, Willow Room**

Chair Cowles called the meeting to order with a quorum at 7:02 PM

**1. Roll Call:**

**Commissioners present:** Cowles, Watson, Noonan, Twu (7:10)

**Commissioners absent:** Halperin, Wenning (both excused)

**Staff:** Andy Schneider – Recycling Program Manager, Manuel Hector – Acting Zero Waste Division Manager, Andrew Clough – Director of Public Works

**Members of the Public:** Sara MacKusick & Jeff Belchamber of CCC; Dan Knapp of Urban Ore; Kristina Lam -CEAC Commissioner.

**2. Approve Agenda: M/S/C Watson/Noonan to approve agenda as amended 3/0/0**

**3. Comments from the Public: None**

**4. Announcements and Commissioner Comments:** Chair Cowles explained the efforts to recruit new commissioners for the current vacancies. She also stated that she was part of the candidate review panel for the new Zero Waste Division Manager position. Noonan stated that she will be attending the Ecology Center plastics discussion.

**5. Approve Meeting Minutes of April 27, 2015: M/S/C to approve the June 1, 2015 Minutes: Watson/Noonan 3/0/0**

**6. CEAC Mandatory Recycling Signage Ordinance Proposal - Discussion:** Kristina Lam, Vice-Chair of CEAC, presented details of the CEAC referral to the ZWC that we partner on creating a City ordinance requiring recycling signage in multi-family properties. Proposed minimal staff impact, with a complaint-driven enforcement plan. Discussion about wall signage design and installation, improved pictorial, cart stickers, including trash. ZWC to identify a Commissioner to continue to work with CEAC on the feasibility of this proposal.

**7. Strategic Plan 7/14 Council Meeting – Discussion (Watson):** Watson reported that the Strategic Plan Subcommittee met on June 15<sup>th</sup> and discussed the Commission Report requesting commencement of the strategic plan process, considering the current staff limitations.

**8. Council Communication Protocol – Discussion (Watson):** The protocol for Commissioner communication with Council was discussed for both Council meetings and non-meeting situations.

**9. Commission Work Plan (Cowles):** The Commission Work Plan was discussed. Focus areas include: development of the Strategic Plan; outreach & education; redefining the Zero Waste Goal; expanding our service to all commercial; a current waste characterization; long-term capital plan; public space recycling & composting; and conscious consumption as it relates to our zero waste goal.

**11. Future Agenda Items:** Commission Work Plan, Commission recruitment, Strategic Planning, CEAC referral, Commercial Franchise, Public space recycling.

**12. Adjourn: M/S/C Watson/Noonan to adjourn at 9:00 4/0/0**