

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

Executive Director

Robert D. Hilton
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Member Agencies

City of Campbell
Town of Los Gatos
City of Monte Sereno
City of Saratoga

MEETING AGENDA

May 2, 2013

Monte Sereno City Hall
18041 Saratoga-Los Gatos Road
Monte Sereno, CA 95030

5:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ORAL COMMUNICATIONS FROM THE PUBLIC

WRITTEN COMMUNICATIONS

None.

OLD BUSINESS

1. Authorize Ad Hoc Committee to begin sole source negotiations with West Valley Recycling & Collection, LLC (WVC&R) for an extension of its current contract with the Authority.

NEW BUSINESS

2. Consider the process to hire a consultant to complete the sole source negotiations with WVC&R
3. Approve Resolution 2013-02 to amend the Authority budget for FY 2012-2013.
4. Receive and approve Resolution 2013-03 adopting FY 2013-14 budget and work plan.

PUBLIC HEARINGS

5. Approve Resolution 2013-04 ratifying the Guadalupe Landfill contractual disposal proprietary rate increase of 2.00% effective July 1, 2013.
6. Approve Resolution 2013-05 ratifying the West Valley Collection & Recycling contractual collection rate increase of 1.78% effective July 1, 2013.

CONSENT CALENDAR

7. Receive and file the Executive Director financial report for the nine months ended March 31, 2013
8. Approve Minutes of the April 9, 2013 Special Board Meeting

FUTURE AGENDA ITEMS

BOARD MEMBER REPORTS

ADJOURNMENT

Next Special Meeting: June 10, 2013, 5:00 p.m.

ADDRESSING THE BOARD

Any person shall have the right to address the Board during consideration of any item on the Board's agenda or during the time for oral communication if not on the agenda but pertaining to subject matter within the jurisdiction of the Board. Any person wishing to address the Board should stand or raise the hand and wait to be recognized by the Chairperson. Please stand at the podium, if able, state your name and address for the record, and proceed to address the Board. All remarks and questions should be addressed to the Board through the Chairperson and not to any member thereof or to the public. No question should be asked a Board member or a member of Authority staff without first obtaining permission of the Chairperson.

WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: May 2, 2013
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **Collection Contract Negotiations**

RECOMMENDED ACTION

Direct the Ad Hoc Committee to enter negotiations with West Valley Collection & Recycling, LLC (WVC&R) and report back to the Board on the status of the negotiations at its Special Meeting on June 10, 2013.

DISCUSSION

The Board appointed the Ad Hoc Committee (comprised of Directors Miller and Low and assisted by HF&H and agency staff), to discuss with WVC&R the expansion of service and other considerations corresponding to the remaining contract term, the three- year extension period contemplated in the existing agreement between WWSWMA and WVC&R as well as a longer term agreement. The Ad Hoc Committee and HF&H had several discussions with WVC&R. HF&H has had additional meetings with both WVC&R and Waste Management (owner of the Guadalupe Landfill) related to these additional services and other considerations. The meeting with Waste Management was necessary to discuss the composting of yard waste collected from residential customers in the WWSWMA service area and other matters. These discussions have resulted in proposals by WVC&R that were found to be desirable to the WVC&R Board at its April 9, 2013 meeting.

In order for the Board to be informed regarding the progress of negotiations, it is recommended that the Ad Hoc committee report back on the scope and progress of the negotiations at each of the intervening Board meetings between the May and the September Board meeting.

FISCAL IMPACT

None

DOCUMENTS ATTACHED

None



Robert D. Hilton
Executive Director

**WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY**

AGENDA REPORT

Date: April 29, 2013

To: West Valley Solid Waste Management Authority Board

From: Authority Counsel

Subject: **Selection Process for Consultant to Complete Sole Source Negotiations of the Collection Contract with West Valley Collection & Recycling, LLC**

RECOMMENDED ACTION

Select appropriate process to hire a consultant to complete sole source negotiations with West Valley Collection & Recycling, LLC and direct staff to begin the process.

DISCUSSION

At its special Board meeting on April 9, 2013, the Board decided to continue negotiating with West Valley Collection & Recycling, LLC ("WVCR") for an extension of its current collection contract. It is anticipated at the May 2, 2013, meeting that the Board will authorize the Ad Hoc Committee to begin those negotiations. Previously, HF&H has been facilitating the negotiations and were authorized to do so through the end of FY 2012-13, however it is anticipated that negotiations will not be completed by the end of FY 2012-13. It is therefore necessary for the Board to approve a process for retaining the professional services necessary to complete negotiations.

At its February 25, 2013, Board Meeting, the Authority Board approved a Procurement Policy for Professional Services which established procedures available to the Board for procuring professional and consulting services.. For services which will cost more than \$5,000 (it is anticipated that the cost to complete the negotiations in FY 2013-14 will exceed this amount)), contracts for services may be awarded by the Board using one of three procedures: 1) informal bidding; 2) formal bidding; or 3) requests for proposals. The Policy further requires the Board to determine the appropriate procedure depending on the needs of the Authority and type of services sought by the Authority. A copy of the policy is attached to this report.

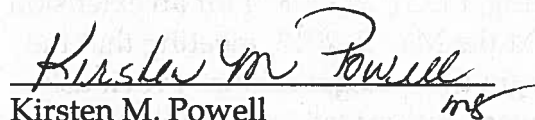
Significant progress on negotiations with WVCR is anticipated to take place between now and the end of the Fiscal Year. As discussed above, these negotiations will be facilitated by HF&H. Should the Board wish to continue using HF&H to finalize negotiations for a new contract beyond the current Fiscal Year, the Board could request a cost proposal from H&H under procedure 3) requests for proposals. A time and materials proposal with a not-to-exceed maximum amount would be an appropriate proposal request by the Board. The Ad Hoc Committee, along with Agency Counsel and member Agency staff, would review the proposal and make a recommendation to the Board at the special meeting in June. Either an RFP process or the informal bidding process could be used should the Board wish to obtain proposals from additional firms or consultants in addition to HF&H.

FISCAL IMPACT

Additional staff time of the Member Agencies and the Authority to review proposals and present a recommendation to the Board will be incurred.

DOCUMENTS ATTACHED

West Valley Solid Waste Management Authority Procurement Process for Professional Services



Kirsten M. Powell
Authority Counsel

PROCUREMENT POLICY FOR PROFESSIONAL SERVICES

Adoption of procurement policy.

In order to establish efficient procedures for the purchase of services at the most competitive price commensurate with operational needs, to exercise positive financial control over such purchases, to clearly define authority for administration of the purchasing function, and to assure the quality of services purchased by the Authority, a purchasing system is hereby adopted. For purposes of this policy, "services" means and includes professional services and consulting services. This policy does not apply to the procurement of services for the collection or disposal of solid waste, green waste or recyclables.

Authorization for purchase orders and contracts.

(a) Contracts for Services up to \$5,000.00.

The Executive Director is hereby authorized to issue purchase orders and award contracts for services where the cost thereof does not exceed five thousand dollars (\$5,000.00) by using the informal bidding procedure described below.

(b) Contracts for Services Over \$5,000.00.

All contracts for services over \$5,000.00 shall be awarded by the Authority Board using one of the following procedures:

- (1) Informal Bidding
- (2) Formal Bidding
- (3) Requests for Proposals

The Board Authority shall determine the appropriate procedure depending on the needs of the Authority and type of services sought by the Authority.

Informal Bidding.

Whenever practicable at least three informal price quotations will be obtained and purchases shall be awarded on the basis of the price quotation most advantageous to the Authority. The Executive Director or such person designated by the Authority Board may solicit price quotations either orally or in writing, or may utilize price information on file with the Authority or available elsewhere. In no event may the Executive Director or his/her firm or affiliates be awarded a contract for such services without the prior consideration and approval by the Authority Board.

Formal bidding procedure.

Where formal competitive bidding is requested by the Authority Board, the following procedure shall be followed:

Bid requests. Bid requests shall include a general description of the services to be purchased and the place where bid specifications can be obtained. Bid requests shall be posted at the City Hall location used for the posting of legal notices. The notice may also be posted on the Member Agency's website and any other websites or publications, as appropriate.

Bid review. Bids shall be submitted in writing to the Authority in the manner specified by the person requesting the bids. All bids shall be available for public inspection during regular business hours from the commencement of bid review until the contract has been awarded by the Authority Board.

Rejection of bids. If, in the opinion of the Authority Board, none of the bids are satisfactory, the Board may reject all bids and either purchase the services in the open market or readvertise for new bids.

Waiver of irregularities. The Authority Board may waive any minor irregularities in the bids, based upon a determination that the same have no material impact upon the bidding process or other bids submitted.

No bids. If no bids are received in response to the notice inviting bids, the Authority Board may proceed to purchase the services without further competitive bidding.

Request for Proposals.

The Authority Board may direct the Executive Director or any other appropriate person to prepare a Request for Proposal for services. Such person shall determine the appropriate format of the proposal based on the type of services sought and direction from the Authority Board.

The identity of persons responding to the Request for Proposals and the content of proposals submitted to the Authority may be kept confidential during the process of negotiation and until a contract is awarded.

The contract award shall be based upon the proposal determined by the Authority Board to be most advantageous to the Authority, taking into consideration price and the evaluation factors set forth in the Request for Proposals.

The Authority Board may reject any and all proposals if such rejection is deemed to be in the best interests of the Authority. The Board may thereupon direct that proposals be solicited or utilize any other purchasing method set forth in this policy.

Basis of award.

Purchases of services will be made on the basis of the bid, bids or proposals most advantageous to the Authority. In addition to price, the criteria for determining the most advantageous bid shall include, but not be limited to, the following:

- (1) Compliance with the bid specifications.
- (2) The ability, capacity and skill of the bidder to perform the contract or provide the services required.
- (3) The ability of the bidder to perform the contract or provide the services promptly, or within the time specified, without delay or interference.
- (4) The character, integrity, reputation, judgment, experience, and efficiency of the bidder.
- (5) The quality of the bidder's performance on previous purchases or contracts with the Authority.
- (6) The previous and existing compliance by the bidder with the applicable State and federal laws.
- (7) The sufficiency of the bidder's financial resources to perform the contract or provide the services required.
- (8) The quality, availability and adaptability of the services to the particular use required.
- (9) The number and scope of conditions attached to the bid.

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WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: May 2, 2013
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **Amend FY 2012-2013 Executive Director Budget**

RECOMMENDED ACTION

Approve Resolution 2013-02 to amend the Authority's budget for FY 2012-2013.

DISCUSSION

At the Special Meeting on April 9, 2013, we discussed the need to allocate \$39,000 of the Executive Director's FY 2012-2013 budget related to a competitive procurement to a separate line item for the discussions with West Valley Collection & Recycling, LLC. This amendment will be for costs incurred to date and for anticipated costs through June 30, 2013.

FISCAL IMPACT

Allocate \$39,000 of the \$156,000 Special Projects budget to the Executive Director. (\$6,000 of the Special Projects budget is for possible legal fees).

DOCUMENTS ATTACHED

Attachment 1: Resolution 2013-02



Robert D. Hilton
Executive Director

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RESOLUTION NO. 2013-02

RESOLUTION OF THE BOARD OF DIRECTORS OF THE WEST VALLEY SOLID
WASTE MANAGEMENT AUTHORITY APPROVING AN AMENDED THE BUDGET
FOR FISCAL YEAR 2012-13

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY approve the document entitled “ Exhibit A - Amended Executive Director Budget FY 2012-2013”, a copy of which is attached hereto and incorporated herein by reference is hereby approved.

This resolution was passed and adopted by the Board of Directors of the West Valley Solid Waste management Authority at a regularly scheduled meeting on the 2nd day of May, 2013, by the following vote:

AYES:

NOES:

ABSENT:

Approved: _____
Howard Miller, Chairperson

Attest: _____
Robert Hilton, Executive Director

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EXHIBIT A

Amended Executive Director Budget
FY 2012-2013

Task	Budget	Amendment	Amended Budget
Annual Recurring Tasks			
1. Contract Administration	\$ 3,290		\$ 3,290
2. AB 939 and Other Regulatory Compliance	11,270		11,270
3. Facilitate Board Meetings	36,680		36,680
4. JPA Administration	20,290		20,290
5. TAC Meetings	14,440		14,440
	85,970		85,970
Tasks Related to Contract Negotiations			
6. Performance Review	40,000		40,000
7. Contract Negotiation Services - Competitive	112,000	\$(39,000)	73,000
8. Discussions with WVC&R		39,000	39,000
Total FY 2012-2013 Budget	\$237,970	\$ -0 -	\$237,970

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**WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY**

AGENDA REPORT

Date: May 2, 2013

To: West Valley Solid Waste Management Authority Board

From: Executive Director

Subject: **FY 2013-14 Budget**

RECOMMENDED ACTION

Approve Resolution 2013-03 adopting the FY 2013-14 budget.

DISCUSSION

Background

Article 5 of the Joint Powers Agreement defines how the Authority's activities are to be funded. Paragraph B states that the Authority must adopt a budget for each fiscal year beginning on July 1 and ending on June 30 of the following calendar year. Paragraph A specifies that the requisite funds are to be allocated among the member Agencies in amounts equal to each Member Agency's percentage share of the total population of all Member Agencies. The budget is being presented now so that the Member Agencies have time to incorporate the assessment amounts in their Agency budgets. In 2012, the Agencies elected to include their respective assessed amounts in the collection rates.

FY 2013-14 Proposed Budget

Attachment 1 shows the actual results for the previous four years by major expenditure category, the approved FY 2012-13 budget, and the proposed FY 2013-14 budget. In total, the proposed FY 2013-14 budget of \$161,632 is approximately \$117,121 less than the FY 2012-13 budget. The decrease is primarily due the Board's decision to begin sole source negotiations with its current hauler, West Valley Collection & Recycling, LLC (WVC&R) for the extension of the current contract and not pursue competitive

proposals from other companies. Consistent with industry practice, it is anticipated the costs for the sole source negotiations will be reimbursed by WVC&R.

Executive Director – This expenditure is for the services of the Executive Director. Since the FY 2013-2014 contract for the services of an Executive Director has not been finalized; the budgeted amount for general services is the same as FY 2012-2013. The budgeted expenditures also include the anticipated costs to complete the sole source negotiations with WVC&R and are shown as a special line item. It is anticipated the Executive Director will direct the negotiation process by performing the services directly or contracting the services with another firm. It is customary for the negotiation costs to be reimbursed by the company and the reimbursement is shown as revenue in the budget.

Legal Services – This expenditure is for the services of Logan and Powell LLP to provide advice on Authority legal matters, including the conduct of meetings in accordance with the provisions of the Brown Act; to perform legal research as needed; to prepare legal notices as needed; and assist with other legal matters as directed by the Board. The budgeted amount has been increased by 2.68% for those services. An additional \$5,000 has been added to the budget for the sole source negotiations with WVCYR.

Accounting and Bookkeeping – This expenditure is for the services of the City of Campbell's Finance Department staff for accounting and bookkeeping support. The budgeted amount has been increased by 2.68%

Liability Insurance – This expenditure is for generally liability and public officials' errors and omissions insurance. This amount reflects an expected 2.68% increase in the premium for FY 2013-14 from FY 2012-2013.

Countywide Program Support – This expenditure is to provide program funding for County or regional activities that meet the Authority's objectives. For example, during the last several years, the Authority contributed towards the "Save Money and the Environment Too" and "Buy Recycled Paper" media campaigns.

Mileage and Meeting Expense – This expenditure is for Board Member attendance at relevant industry conferences during the year. The budgeted amount is consistent with prior year and is to be used to provide for increased attendance by Board members to allow them to become more familiar with solid waste issues as the end of the WVC&R contract term approaches.

Professional Services – This expenditure is for other professional services or studies (e.g., engineering consulting services and/or litigation services) authorized by the Board. The budgeted amount is the same as prior years' budgets.

Audit Services – This expenditure is for audit services required by Article 5.B of the joint powers agreement. The budgeted amount was based on the FY 2011-2012 actual costs increased by 2.68%

Fund Balance

The Board established a policy to maintain in its fund balance an operating reserve of \$100,000 and a rate stabilization reserve of \$100,000. The operating reserve is approximately 0.5% of the total revenue collected by WVC&R from Authority residents and businesses. The projected fund balance is \$200,000 reflect the Board’s policy.

Projected Member Agency Assessments

The following table shows the member agencies projected five-year assessments under various scenarios related to the extension of the current agreement:

Projected Five- Year Assessment by Member Agency

Agency	Approved Fiscal Year 2012-13	Proposed Fiscal Year 2013-14	Proposed Fiscal Year 2014-15	Proposed Fiscal Year 2015-16	Proposed Fiscal Year 2016-17	Proposed Fiscal Year 2017-18
Campbell	\$44,645.01	\$42,989.36	\$47,163.07	\$ 48,319.47	\$49,506.88	\$ 50,726.14
Los Gatos	\$33,371.72	\$32,134.14	\$35,253.95	\$ 36,118.34	\$37,005.92	\$ 37,917.31
Monte Sereno	\$ 3,790.67	\$ 3,650.09	\$ 4,004.47	\$ 4,102.65	\$ 4,203.47	\$ 4,307.00
Saratoga	\$33,953.76	\$32,694.60	\$35,868.82	\$ 36,748.29	\$37,651.35	\$ 38,578.63

DOCUMENTS ATTACHED

Resolution 2013-03
FY 2013-14 Proposed Budget

FISCAL IMPACT

The attached FY 2013-14 proposed budget shows the expected assessment for each Member Agency that result from the proposed budget.



Robert D. Hilton
Executive Director

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RESOLUTION NO. 2013-03

RESOLUTION OF THE BOARD OF DIRECTORS OF THE WEST VALLEY SOLID
WASTE MANAGEMENT AUTHORITY APPROVING THE BUDGET FOR FISCAL
YEAR 2013-14

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WEST VALLEY
SOLID WASTE MANAGEMENT AUTHORITY that the document entitled "Fiscal Year
2013-14 Budget" a copy of which is attached hereto and incorporated herein by
reference is hereby approved.

This resolution was passed and adopted by the Board of Directors of the West
Valley Solid Waste management Authority at a regularly scheduled meeting on the 2nd
day of May 2013, by the following vote:

AYES:
NOES:
ABSENT:

Approved: _____
Howard Miller, Chairperson

Attest: _____
Robert Hilton, Executive Director

WVSWMA
FY 2013-2014 Proposed Budget

	Historical Actual Results				Budget					
	Actual Fiscal Year 2008-09	Actual Fiscal Year 2009-10	Actual Fiscal Year 2010-11	Actual Fiscal Year 2011-12	Approved Fiscal Year 2012-13	Proposed Fiscal Year 2013-14	Proposed Fiscal Year 2014-15	Proposed Fiscal Year 2015-16	Proposed Fiscal Year 2016-17	Proposed Fiscal Year 2017-18
Expenditures										
Services and Supplies										
Consultant - Executive Director:										
- General Services	58,846	\$ 60,533	\$ 49,382	\$ 85,795	\$ 85,970	\$ 85,970	\$ 88,276	\$ 90,644	\$ 93,075	\$ 95,571
- Detailed Rate Review (FY11-12)				\$ 85,357						
- Billing & Franchise Fee Review (FY08-09)	29,283									
- Performance Review (FY12-13)				25,762	40,000					
- Contract Negotiations (Sole Source)						40,000				
- Contract Negotiations (RFP Process)					112,000					
Legal Services	3,395	2,690	5,676	7,937	13,886	13,150	8,368	8,593	8,823	9,060
Accounting & Bookkeeping	6,173	6,357	6,517	7,352	7,094	7,549	7,752	7,960	8,173	8,392
Liability Insurance	2,824	2,005	3,990	2,101	2,209	2,211	2,270	2,331	2,393	2,458
Consumable Supplies & Postage	-	-	-	-	500	500	500	500	500	500
AB 2020 Programs	-	-	-	-						
Countywide Program Support	-	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000
Telephone	-	-	-	-						
Mileage & Meeting Expense	-	-	-	-	4,000	4,000	4,000	4,000	4,000	4,000
Professional Services	-	-	-	-	5,000	5,000	5,000	5,000	5,000	5,000
Audit Services	4,000	4,200	4,410	2,631	7,094	4,990	5,124	5,262	5,403	5,548
Total Expenditures	\$ 104,521	\$ 75,785	\$ 69,975	\$ 216,935	\$ 278,753	\$ 164,370	\$ 122,290	\$ 125,289	\$ 128,368	\$ 131,529
Revenues										
Campbell	\$ 60,704	\$ 41,385	\$ 42,734	\$ 42,790	\$ 44,645	\$ 42,989	\$ 47,163	\$ 48,319	\$ 49,507	\$ 50,726
Los Gatos	45,813	31,220	32,237	32,257	33,372	32,134	35,254	36,118	37,006	37,917
Monte Sereno	5,551	3,688	3,808	3,839	3,791	3,650	4,004	4,103	4,203	4,307
Saratoga	48,735	32,555	33,616	33,508	33,954	32,695	35,869	36,748	37,651	38,579
Other - Reimb. of Contract Negotiations	15,500	-	-	-	120,000	40,000				
Other - Reimb of Performance Review					40,000					
Other - Reimb of Detailed Rate Review				53,823						
AB 2020 Funds	-	-	-	-						
Receivable from WVC&R				57,116						
Interest	3,055	1,885	2,232	2,504						
Total Revenues	\$ 179,358	\$ 110,733	\$ 114,627	\$ 225,837	\$ 275,761	\$ 151,468	\$ 122,290	\$ 125,289	\$ 128,368	\$ 131,529
Excess (deficiency) of revenues over (under) expenditures	\$ 74,837	\$ 34,948	\$ 44,652	\$ 8,902	\$ (2,992)	\$ (12,902)	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 52,555	\$ 127,392	\$ 162,340	\$ 206,992	\$ 215,894	\$ 212,902	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Ending Fund Balance	\$ 127,392	\$ 162,340	\$ 206,992	\$ 215,894	\$ 212,902	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000

WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: May 2, 2013
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **Guadalupe Landfill Disposal Rate Increase**

RECOMMENDED ACTION

Approve Resolution 2013-04 ratifying the Guadalupe Landfill contractual disposal rate increase effective July 1, 2013.

DISCUSSION

Background

The January 1, 2006, Waste Disposal, Organic Waste and Construction and Demolition Debris Processing Agreement between Guadalupe Rubbish and Disposal Company, Inc. (Waste Management) and the West Valley Solid Waste Management Authority established rates for the disposal of solid waste and the processing of yard waste and construction and demolition debris for the initial period January 1, 2006, through June 30, 2007. The agreement calls for CPI-based adjustments to be made effective July 1 of each year.

Proposed Adjustment

On February 12, 2013, Waste Management presented its calculation of the allowed adjustment based on the December 2011 to December 2012 change in the Consumer Price Index of 2.2%. The overall disposal or processing rates are composed of two elements: the proprietary rate and per-ton governmental fees. The agreement allows an adjustment to the proprietary disposal rate, yard waste processing rate, and C&D processing rate equal to 90% of the change in the CPI, or 2.0%. Table 1 compares the July 1, 2012, proprietary rates to the July 1, 2013, proprietary rates.

Table 1
Guadalupe Landfill Proprietary Rates

Rate	July 1, 2012	July 1, 2013	% Change
Disposal	\$23.18	\$23.64	2.0%
Yard Debris	21.11	21.53	2.0%
Construction & Demolition	41.70	42.53	2.0%

The per-ton government fees are not anticipated to increase for FY 2013-14. The current and anticipated governmental fee portion of the disposal rate is shown in Table 2.

Table 2
Guadalupe Landfill Governmental Fees

Fee	July 1, 2012	July 1, 2013	% Change
State AB 1220 Fee	\$1.40	\$1.40	0.00%
SCC AB 939 Fee	4.10	4.10	0.00%
SCC Solid Waste Planning Fee	0.78	0.78	0.00%
City of SJ Business Tax	13.00	13.00	0.00%
City of SJ SW Enforcement Fee	1.29	1.29	0.00%
Total Fees	\$20.57	\$20.57	0.00%

Recommendation

I have reviewed Waste Management's calculation of the contractual rate adjustment and find that it was calculated in accordance with the terms of the agreement. I recommend that the Board approve Resolution 2013-04 ratifying the Guadalupe Landfill contractual disposal rate increase effective July 1, 2013.

DOCUMENTS ATTACHED

Resolution 2013-04

FISCAL IMPACT

The disposal rate increases are reflected in the proposed rates calculated by West Valley Collection & Recycling, LLC as shown in Agenda Item #6.



Robert D. Hilton
Executive Director

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RESOLUTION NO. 2013-04

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY
RATIFYING FY 2013-14 RATES FOR THE DISPOSAL OF SOLID WASTE AND
THE PROCESSING OF YARD WASTE AND CONSTRUCTION AND
DEMOLITION DEBRIS**

WHEREAS, the West Valley Solid Waste Management Authority ("Authority") is an agency created pursuant to Government Code section 6500 et seq. to manage and oversee the collection, disposal and recycling of solid waste originating in the Cities of Campbell, Monte Sereno, Saratoga and the Town of Los Gatos ("Member Agencies"); and

WHEREAS, the Authority entered into the Waste Disposal, Organic Waste and Construction and Demolition Debris Processing Agreement between Guadalupe Rubbish and Disposal Company, Inc. (The "Company") and the Waste Valley Solid Waste Management Authority which established rates for the disposal of solid waste and the processing of yard waste and construction and demolition debris from January 1, 2006, through June 30, 2007; and

WHEREAS, the Agreement provides for the rates to be increased by the Consumers Price Index on July 1 of each year; and

WHEREAS, the Companies submitted the rate adjustment calculations in accordance with the agreements for Fiscal Year 13-14; and

WHEREAS, the Executive Director has reviewed the calculations and determined they are consistent with the terms of the Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY that:

1. The Authority finds that the rates contained in the attached rate schedules have been calculated in accordance with the Agreement.
2. The attached rates are hereby ratified and effective July 1, 2013.

This resolution was passed and adopted by the Board of Directors of the

West Valley Solid Waste Management Authority at a regular scheduled meeting
on the 2nd day of May, 2013, by the following vote:

AYES:
NOES:
ABSENT:

Approved: _____
Howard Miller, Chairperson

Attest: _____
Robert Hilton, Executive Director

WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: May 2, 2013
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **Proposed Rates Effective July 1, 2013**

RECOMMENDED ACTION

Approve Resolution 2013-05 ratifying the West Valley Collection & Recycling contractual collection rate increase effective July 1, 2015.

DISCUSSION

Background

At its meeting on May 3, 2012, the Board ratified rates for basic collection services under its contract with West Valley Collection & Recycling, LLC effective July 1, 2012. The ratified residential rates are shown in Table 1.

Table 1
Residential Collection Rates
Effective July 1, 2012

	Campbell	Los Gatos	Monte Sereno	Saratoga
20-gallon	\$ 17.61	\$ 17.04	\$ 20.85	\$ 18.64
35-gallon	\$ 22.98	\$ 22.34	\$ 27.20	\$ 24.33
65-gallon	\$ 45.97	\$ 44.68	\$ 54.41	\$ 48.65
95-gallon	\$ 68.95	\$ 67.02	\$ 81.61	\$ 72.98

Contractual Rate Adjustment

The contract calls for CPI-based adjustments to be made effective July 1 of each year. On February 28, 2013, West Valley Collection & Recycling (WVCR) presented its calculation of the allowed adjustment based on the December 2011 to December 2012 change in the Consumer Price Index of 2.22%. The agreement allows an adjustment to the collection rates equal to 80% of the change in the CPI, or 1.78%. In addition, there are other factors that impact the rates, as discussed below.

Disposal Rate Adjustment

As discussed in agenda item #5, the proprietary rate portion of the disposal rate is increasing by 2.0% per ton effective July 1, 2013. Disposal fees are considered a pass-through expense under the collection contract. Thus, the collection rates must be adjusted for the approved disposal rate.

Street Sweeping, HHW and JPA fees Adjustments

At its May 3, 2012 meeting, the Board discussed the inclusion of street sweeping costs, HHW collection costs and the administrative costs of the Authority to the collection rates. Agency staff provided the current street sweeping costs from the respective jurisdictions. The HHW fees were provided from the County of Santa Clara as part of the annual AB939 & HHW agreement process, except for Saratoga who provided their own number. For FY 2013-2014, the City of Campbell and the Town of Los Gatos have elected to increase the costs to administer the Authority to include agency staff time and other related costs. Additionally, the Town of Los Gatos and the City of Monte Sereno have elected to increase their HHW fees based on the data provided by the County of Santa Clara for FY 2013-2014. Table 2 shows the additional costs for FY 2013-2014. The percentage increase does not include the 19% franchise fee. Therefore, franchise fees will not be paid on the additional agency fees.

Vehicle Impact Fee Adjustment

A vehicle impact fee on WVCR to provide funds to mitigate the damage caused by heavy collection vehicles on the Member Agencies' streets has been included in the WVCR's calculation of FY 2013-2014 rates. The fee for the City of Campbell and the Town of Los Gatos has been adjusted by the change in CPI of 2.22%. The City of Monte Sereno has elected to not collect the vehicle impact fee again this year. WVCR allocated the vehicle impact fee among the types of service (residential, commercial

and debris box) based on the number of vehicles in use, then spread the service amounts among the rates based on the volume of the cart, bin or box subscribed. This is consistent with the methodology used last year.

Table 2
Summary of Additional Costs and Rate Impact
 Effective July 1, 2013

	Campbell		Los Gatos		Monte Sereno		Saratoga	
	Costs	% Increase	Costs	% Increase	Costs	% Increase	Costs	% Increase
Proposed Rate Increase before Fee Increases		1.56%		1.57%		1.63%		1.56%
Street Sweeping	\$ 20,000	0.23%						
HHW Fees			\$ 2,528	0.04%	\$523	0.10%		
JPA Administrative Costs	\$ 30,000	0.35%	\$ 30,000	0.44%				
Vehicle Impact Fee	\$ 4,999	0.12%	\$ 2,297	0.05%				
Subtotal	\$ 54,999		\$ 34,825		\$523		\$-0-	
Total		2.26%		2.10%		1.73%		1.56%

Franchise Fees

The attached rates reflect the approved franchise fee of 19%.

Total Rate Adjustment

Table 3 shows the calculated rates for a 35-gallon residential customer including all of the relevant adjustments discussed above.

Table 3
35-gallon Cart Comparison
Proposed vs. Current

Jurisdiction	Current Rate	July 1, 2013 Proposed Rate	\$ Difference	% Difference
Campbell	\$22.98	\$23.50	\$0.52	2.26%
Los Gatos	22.34	22.81	0.47	2.10%
Monte Sereno	27.20	27.67	0.47	1.73%
Saratoga	24.33	24.71	0.38	1.56%

Exhibit 1, attached to this report, shows the rates for all service categories.

Recommendation

I recommend that the Board approve Resolution 2011-03 ratifying the calculated rates effective July 1, 2013.

DOCUMENTS ATTACHED

Exhibit 1 - Proposed Rates
Resolution 2013-05

FISCAL IMPACT

None.



Robert D. Hilton
Executive Director

Exhibit 1
Proposed Rates

West Valley Collection & Recycling

West Valley Cities Rates

Rates Effective 7/1/2013

	Campbell	Los Gatos	Monte Sereno	Saratoga
Residential				
Regular:				
20-gallon	\$ 18.01	\$ 17.41	\$ 21.21	\$ 18.94
35-gallon	\$ 23.50	\$ 22.81	\$ 27.67	\$ 24.71
65-gallon	\$ 47.00	\$ 45.62	\$ 55.35	\$ 49.43
95-gallon	\$ 70.51	\$ 68.44	\$ 83.02	\$ 74.14
Sr. Citizen:				
20-gallon	\$ 12.00	\$ 17.24	\$ -	\$ -
35-gallon	\$ 15.67	\$ 22.51	\$ -	\$ -
Commercial				
Commercial-1.5 Yards				
1 p/u per week	\$ 117.66	\$ 132.71	\$ 163.21	\$ 162.50
2 p/u per week	\$ 236.99	\$ 267.36	\$ 328.78	\$ 327.46
3 p/u per week	\$ 356.31	\$ 402.02	\$ 494.35	\$ 492.42
4 p/u per week	\$ 475.64	\$ 536.67	\$ 659.92	\$ 657.38
5 p/u per week	\$ 594.97	\$ 671.33	\$ 825.49	\$ 822.34
6 p/u per week	\$ 714.30	\$ 805.98	\$ 991.06	\$ 987.30
Extra Dump	\$ 27.15	\$ 31.06	\$ 37.66	\$ 37.50
Saturday Dump	\$ 27.54	\$ 31.51	\$ 38.21	\$ 38.07
Commercial-2 Yards				
1 p/u per week	\$ 156.87	\$ 176.94	\$ 217.62	\$ 216.67
2 p/u per week	\$ 315.98	\$ 356.48	\$ 438.37	\$ 436.61
3 p/u per week	\$ 475.09	\$ 536.02	\$ 659.13	\$ 656.56
4 p/u per week	\$ 634.19	\$ 715.56	\$ 879.89	\$ 876.50
5 p/u per week	\$ 793.30	\$ 895.10	\$ 1,100.65	\$ 1,096.45
6 p/u per week	\$ 952.40	\$ 1,074.64	\$ 1,321.41	\$ 1,316.39
Extra Dump	\$ 36.20	\$ 41.42	\$ 50.22	\$ 50.00
Saturday Dump	\$ 36.72	\$ 42.01	\$ 50.94	\$ 50.76
Commercial-3 Yards				
1 p/u per week	\$ 235.31	\$ 265.42	\$ 326.42	\$ 325.00
2 p/u per week	\$ 473.97	\$ 534.73	\$ 657.56	\$ 654.92
3 p/u per week	\$ 712.63	\$ 804.03	\$ 988.70	\$ 984.84
4 p/u per week	\$ 951.29	\$ 1,073.34	\$ 1,319.84	\$ 1,314.76
5 p/u per week	\$ 1,189.95	\$ 1,342.65	\$ 1,650.98	\$ 1,644.67
6 p/u per week	\$ 1,428.60	\$ 1,611.96	\$ 1,982.11	\$ 1,974.59
Extra Dump	\$ 54.30	\$ 62.12	\$ 75.33	\$ 75.00
Saturday Dump	\$ 55.08	\$ 63.02	\$ 76.42	\$ 76.13
Commercial-4 Yards				
1 p/u per week	\$ 313.75	\$ 353.89	\$ 435.23	\$ 433.34
2 p/u per week	\$ 631.96	\$ 713.01	\$ 876.77	\$ 873.32
3 p/u per week	\$ 950.17	\$ 1,072.12	\$ 1,318.30	\$ 1,313.27
4 p/u per week	\$ 1,268.39	\$ 1,431.21	\$ 1,759.85	\$ 1,753.20
5 p/u per week	\$ 1,586.61	\$ 1,790.32	\$ 2,201.38	\$ 2,193.14
6 p/u per week	\$ 1,904.82	\$ 2,149.41	\$ 2,642.90	\$ 2,633.09
Extra Dump	\$ 72.40	\$ 82.83	\$ 100.44	\$ 100.01
Saturday Dump	\$ 73.44	\$ 84.03	\$ 101.90	\$ 101.52

Exhibit 1
Proposed Rates

West Valley Collection & Recycling

West Valley Cities Rates

Rates Effective 7/1/2013

	Campbell	Los Gatos	Monte Sereno	Saratoga
Commercial-6 Yards				
1 p/u per week	\$ 470.62	\$ 530.83	\$ 652.85	\$ 650.01
2 p/u per week	\$ 947.94	\$ 1,069.45	\$ 1,315.12	\$ 1,309.84
3 p/u per week	\$ 1,425.26	\$ 1,608.07	\$ 1,977.40	\$ 1,969.68
4 p/u per week	\$ 1,902.57	\$ 2,146.69	\$ 2,639.68	\$ 2,629.51
5 p/u per week	\$ 2,379.89	\$ 2,685.30	\$ 3,301.95	\$ 3,289.35
6 p/u per week	\$ 2,857.21	\$ 3,223.92	\$ 3,964.23	\$ 3,949.18
Extra Dump	\$ 108.61	\$ 124.25	\$ 150.66	\$ 150.00
Saturday Dump	\$ 110.15	\$ 126.04	\$ 152.83	\$ 152.27
Commercial-Cans				
1	\$ 11.77	\$ 13.27	\$ 16.32	\$ 16.25
2	\$ 23.53	\$ 26.54	\$ 32.64	\$ 32.50
3	\$ 35.30	\$ 39.80	\$ 48.96	\$ 48.75
4	\$ 47.06	\$ 53.07	\$ 65.28	\$ 65.00
5	\$ 58.83	\$ 66.34	\$ 81.60	\$ 81.25
6	\$ 70.59	\$ 79.61	\$ 97.93	\$ 97.50
7	\$ 82.36	\$ 92.88	\$ 114.25	\$ 113.75
8	\$ 94.12	\$ 106.14	\$ 130.57	\$ 130.00
9	\$ 105.89	\$ 119.41	\$ 146.89	\$ 146.25
12	\$ 141.19	\$ 159.22	\$ 195.85	\$ 195.00
13	\$ 152.95	\$ 172.48	\$ 212.17	\$ 211.25
15	\$ 176.48	\$ 199.02	\$ 244.81	\$ 243.75
18	\$ 211.78	\$ 238.82	\$ 293.78	\$ 292.50
22	\$ 258.84	\$ 291.89	\$ 359.06	\$ 357.50
27	\$ 317.67	\$ 358.23	\$ 440.66	\$ 438.75
30	\$ 352.96	\$ 398.04	\$ 489.63	\$ 487.50
34	\$ 400.03	\$ 451.11	\$ 554.91	\$ 552.50
43	\$ 505.91	\$ 570.52	\$ 701.80	\$ 698.75
50	\$ 588.27	\$ 663.40	\$ 816.05	\$ 812.50
54	\$ 635.33	\$ 716.47	\$ 881.33	\$ 877.50
Debris Box (cu. yds.)				
8*	\$ 420.20	\$ 422.80	\$ 414.77	\$ 423.22
20	\$ 552.24	\$ 556.71	\$ 542.88	\$ 557.45
30	\$ 667.65	\$ 673.06	\$ 656.32	\$ 673.95
40	\$ 783.05	\$ 789.40	\$ 769.75	\$ 790.44
40 - Special - Woodwas	\$ 475.76	\$ 478.35	\$ 470.32	\$ 478.78

*plus actual disposal charge

Exhibit 1
Proposed Rates

West Valley Collection & Recycling

West Valley Cities Rates

Rates Effective 7/1/2013

	Campbell	Los Gatos	Monte Sereno	Saratoga
Compactor (cu. yds.)				
10	\$ 552.24	\$ 556.71	\$ 542.88	\$ 557.45
12	\$ 598.41	\$ 603.25	\$ 588.25	\$ 604.05
15	\$ 667.65	\$ 673.06	\$ 656.32	\$ 673.95
16	\$ 690.73	\$ 696.32	\$ 679.00	\$ 697.24
18	\$ -	\$ 737.85		
20	\$ 783.05	\$ 789.40	\$ 769.75	\$ 790.44
25	\$ 898.45	\$ 905.74	\$ 883.19	\$ 906.94
26	\$ 921.54	\$ 929.01	\$ 905.88	\$ 930.24
28	\$ 967.70	\$ 975.54	\$ 951.26	\$ 976.83
30	\$ 1,013.86	\$ 1,022.08	\$ 996.63	\$ 1,023.43
36	\$ 1,152.34	\$ 1,161.69	\$ 1,132.76	\$ 1,163.23
40	\$ 1,244.67	\$ 1,254.76	\$ 1,223.51	\$ 1,256.42
FEL 2CY Compactor				
1 p/u per week	\$ 212.43	\$ 230.45	\$ -	\$ -
2 p/u per week	\$ 426.59	\$ 463.47	\$ -	\$ -
3 p/u per week	\$ 641.06	\$ 696.53	\$ -	\$ -
4 p/u per week	\$ -	\$ 927.57	\$ -	\$ -
5 p/u per week	\$ 1,070.06	\$ -	\$ -	\$ -
6 p/u per week	\$ 1,283.09	\$ -	\$ -	\$ -
FEL 3CY Compactor				
1 p/u per week	\$ 314.66	\$ 345.70	\$ -	\$ 417.78
2 p/u per week	\$ 632.85	\$ 695.22	\$ -	\$ 840.25
3 p/u per week	\$ 951.04	\$ 1,042.22	\$ -	\$ 1,262.72
4 p/u per week	\$ -	\$ 1,390.59	\$ -	\$ -
5 p/u per week	\$ 1,414.21	\$ -	\$ -	\$ -
6 p/u per week	\$ 1,735.40	\$ -	\$ -	\$ -
FEL 4CY Compactor				
1 p/u per week	\$ 415.10	\$ 460.88	\$ -	\$ 557.03
2 p/u per week	\$ 826.51	\$ 926.93	\$ -	\$ 1,120.31
3 p/u per week	\$ 1,239.14	\$ 1,391.69	\$ -	\$ 1,683.59
Yard Waste Box				
20	\$ 434.28	\$ 437.91	\$ -	\$ -

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RESOLUTION NO. 2013-05

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY
RATIFYING FY 2013-14 RATES FOR THE COLLECTION OF SOLID WASTE,
GREEN WASTE, RECYCLABLE MATERIALS AND CONSTRUCTION AND
DEMOLITION DEBRIS**

WHEREAS, the West Valley Solid Waste Management Authority ("Authority") is an agency created pursuant to Government Code section 6500 et seq. to manage and oversee the collection, disposal and recycling of solid waste originating in the Cities of Campbell, Monte Sereno, Saratoga and the Town of Los Gatos ("Member Agencies"); and

WHEREAS, the Authority entered into the Agreement between West Valley Solid Waste Management Authority and West Valley Collection & Recycling, LLC (the "Company") for the Collection of Solid Waste, Recyclable Materials, Green Waste, and Construction and Demolition Debris, the Transportation of Such Materials to Appropriate Places of Processing, Recycling, Composting, and/or Disposable and the Processing of Recyclable Materials (the "Agreement") which established rates for the collection and disposal of solid waste, green waste, recyclable materials and construction and demolition debris; and

WHEREAS, the Agreement provides for the rates to be increased by the Consumers Price Index on July 1 of each year; and

WHEREAS, the Company submitted the rate adjustment calculations in accordance with the agreements for Fiscal Year 2013-14; and

WHEREAS, the Executive Director has reviewed the calculations and determined they are consistent with the terms of the Agreement; and

WHEREAS, pursuant to the Agreement, the Company is entitled to include in the rate calculations various costs associated or created by the collection of solid waste, recyclable materials, green waste, and construction and demolition debris; and

WHEREAS, California law requires jurisdictions to provide household hazardous waste collection and disposal services to their residents and the County of Santa Clara fulfills this requirement for the Member Agencies by operating a household hazardous waste program and facility to provide waste generators the opportunity to divert household hazardous waste materials from the solid waste stream, in accordance with State law. This program has been funded by a landfill tipping fee but due to the decline in tonnage delivered to the landfills, revenues have declined and with increasing volumes of household hazardous waste delivered to the County facilities expenses have increased; and

WHEREAS, a Municipal Regional Stormwater NPDES Permit (“MRP”) was adopted by the San Francisco Bay Regional Water Quality Board (“Water Board”) on October 14, 2009, and covers stormwater discharges from municipalities and local agencies in Alameda, Contra Costa, San Mateo, and Santa Clara counties, and the cities of Fairfield, Suisun City, and Vallejo. Under the MRP, the Member Agencies must eliminate all solid waste from their stormwater system by 2022 with an interim milestone target of reducing the current level to 70% or more before 2017. In order to meet this standard, the amount of litter on the streets must be reduced before it enters the storm drain system and is discharged into the Bay. A significant amount of litter in the streets is direct result of solid waste generator behavior (i.e. improper and/or illegal discard of waste materials, leaving solid waste and recycling container lids open, failing to utilize public litter containers, spilling materials during collection from containers without immediately cleaning the area, and failing to properly place materials and/or containers for collection). The cumulative impact of these behaviors results in “trash load” (i.e., litter and debris) in the City’s stormwater system which must be reduced, and ultimately eliminated, in order to fulfill the MRP requirements. This can be reduced by street sweeping programs that collects material from streets and gutters, thereby preventing such debris and litter from entering the stormwater collection system; and

WHEREAS, the Public Resources Code requires cities to make adequate provisions for Solid Waste, Recyclable Materials, Green Waste, and Construction and Demolition Debris handling. The Cities through their Joint Exercise of Powers Agreement delegated to the JPA this obligation. The JPA has the authority and obligation to adopt annually, by July 1 of each fiscal year, a budget setting forth all administrative, operational and capital expense for the Authority, together with the apportionment of such expenses by levy against each Member Agency to the extent necessary. The expenses of the JPA for regulatory monitoring and compliance and contract management are directly related to the collection of solid waste, recyclable materials green waste and construction and demolition debris.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY that:

1. The Authority finds that the rates contained in the attached rate schedules have been calculated in accordance with the Agreement.
2. The attached rates are hereby ratified and effective July 1, 2013.

This resolution was passed and adopted by the Board of Directors of the West Valley Solid Waste Management Authority at a regularly scheduled meeting on the 2nd day of May, 2013, by the following vote:

AYES:
NOES:
ABSENT:

Approved:
Howard Miller, Chairperson

Attest:
Robert Hilton, Executive Director

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WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: May 2, 2013
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **YTD Financial**

RECOMMENDED ACTION

Accept report on the Authority's FY 2012-13 financial status

DISCUSSION

The report titled "Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual" shows the approved budget, the year to date actual amounts, and the fund balance through March for FY 2012-13.

In FY 2012-2013, the Board elected to include the costs of the JPA in the rates charged to the residential and commercial customers. We have provided a schedule to the City of Campbell's finance department itemizing each agency's portion of JPA fees. Individual agencies have been billed and the funds have been received except for the fourth quarter payment from Campbell. Additionally, approximately \$38,000 is due from West Valley Collection & Recycling, LLC (WVC&R) for the reimbursement of the costs for the performance review. An invoice has been sent to WVC&R.

In February 2011, the Board adopted a policy that requires it to maintain an operating reserve of \$100,000 and a rate stabilization reserve of \$100,000. The fund balance (\$198,108.38) is slightly less than the \$200,000.

FISCAL IMPACT

None

DOCUMENTS ATTACHED

Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual March 31, 2013.



Robert D. Hilton
Executive Director

West Valley Solid Waste Management Authority
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
March 31, 2013

Acct. #	Description	JPA Budget FY 12/13	Year to Date Actuals	Balance	YTD %
Revenues:					
4410	Interest Earnings	\$ -		\$ -	N/A
4970	City of Campbell	44,644	33,483.00	11,161.00	75.00%
4970	City of Los Gatos	33,372	33,372.00	-	100.00%
4970	City of Monte Sereno	3,791	3,791.04	(0.04)	100.00%
4970	City of Saratoga	33,954	33,954.00	-	100.00%
4965	AB 2020 Program State Contribution	-		-	-
4965	Other	160,000	31,534.00	128,466.00	19.71%
	Total Revenues	<u>\$ 275,761</u>	<u>\$ 136,134.04</u>	<u>\$ 139,626.96</u>	49.37%
Expenditures:					
Services and Supplies:					
7421	Communications-Phone	-	-	-	-
7424	Office Expense	500	-	500.00	-
7427	Special Departmental Exp. (Legal Svcs.)	13,886	7,912.50	5,973.50	56.98%
7430	Prof. & Special Services (Executive Director)	85,970	72,191.16	13,778.84	83.97%
7430	Prof. & Special Services (Special Projects)	156,000	10,906.00	145,094.00	6.99%
7430	Prof. & Special Services (Other)	5,000	-	5,000.00	-
7432	Other Contractual Services (Audit Svcs.)	7,094	4,860.00	2,234.00	68.51%
7432	Other Contractual Services (Countywide Support)	1,000	-	1,000.00	-
7433	Insurance (Liability)	2,209	935.00	1,274.00	42.33%
7435	Travel/Conf. & Meetings	4,000	-	4,000.00	-
7438	Other Charges (Accounting & Bookkeeping)	7,094	-	7,094.00	-
7883	Improvements (AB2020 Infrastructure)	-	-	-	-
	Total Expenditures	<u>\$ 282,753</u>	<u>\$ 96,804.66</u>	<u>\$ 185,948.34</u>	34.24%
	Excess (deficiency) of revenues over (under) expenditures	(6,992)	39,329.38	32,337.38	
	Fund balance at beginning of year - 7/1/2012 (Prelim)	206,992	158,779.00		
	Fund balance as of March 31, 2013	<u>\$ 200,000</u>	<u>\$ 198,108.38</u>		

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WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

Executive Director

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Member Agencies

City of Campbell
Town of Los Gatos
City of Monte Sereno
City of Saratoga

MEETING MINUTES

April 9, 2013

Monte Sereno City Hall
18041 Saratoga-Los Gatos Road
Monte Sereno, CA 95030

CALL TO ORDER

At 5:11 p.m., Chair Howard Miller called the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

Chair Howard Miller, representing Saratoga, Vice Chair Steve Leonardis, representing Los Gatos, Board Member Evan Low, representing Campbell, and Board Member Curtis Rogers, representing Monte Sereno, were present. Also present were Marva Sheehan substituting for Robert Hilton as Executive Director and Authority Counsel Kirsten Powell.

ORAL COMMUNICATIONS FROM THE PUBLIC

None

WRITTEN COMMUNICATIONS

None

OLD BUSINESS

1. The Board received a report from the Ad Hoc Committee on the Collection Contract process. West Valley Collection & Recycling, LLC representative, Paul Nelson

made presented options for the Board to consider for expanding recycling and diversion and contract extensions.

Curtis Wright, Monte Sereno resident, thanked the Board for their thorough planning related to the collection contract.

No action was taken.

2. The Board received a report from the Ad Hoc Committee on the Executive Director procurement process. Crystal Bothelio, staff member from Saratoga, informed the Board the Request for Proposals (RFP) was issued on March 14, 2013. Responses to the RFP are due to the Saratoga City Clerk by 4:00pm on April 17, 2013. A closed session meeting is to be held prior to the regular May Board meeting to discuss the proposals. No action was taken.

NEW BUSINESS

3. The Board received and filed the Executive Director financial report for the eight months ended February 28, 2013. The revision to the budget was presented and will be brought back to the Board at the regular May Board meeting. No action was taken.

PUBLIC HEARINGS

None

CONSENT CALENDAR

4. Upon a motion by Member Leonardis and a second by Member Rogers, the Board voted 4 - 0 to approve the minutes of the April 9, 2013 Special Board Meeting and the Future Agenda Items report after the addition of several items to the regular February, May and September Board meetings

BOARD MEMBER REPORTS

None.

ADJOURNMENT

Chair Miller adjourned the meeting of the Board at 6:46 p.m. until the next regular Board Meeting to occur on May 2, 2013 at 5:00pm.

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

Calendar of Future Agenda Items

June 10, 2013 Special Meeting -

- Consider a report on status of WVC&R Collection agreement negotiations
- Consider a report on the status of the Executive Director procurement process

September 5, 2013 Meeting

- Receive and file annual CalRecycle Annual Reports
- Schedule annual Authority Attorney and Executive Director performance review

October 2013 Special Meeting - Date and agenda items to be determined

November 7, 2013 Meeting

- Receive and file a report on WVCYR contractual liquated damages for the last fiscal year
- Closed Session – annual evaluations of Authority Attorney and Executive Director

February 13, 2014 Meeting

- Elect new officers
- Board meeting schedule
- Review of Collection and Landfill contracts

May 1, 2014 Meeting -

- Ratify Guadalupe Landfill disposal contractual rate adjustment
- Ratify WVC&R contractual collection rate adjustment
- Review Executive Director and Authority Counsel contracts
- Approve Authority budget

Recurring Meeting Agenda Items

- Approval of prior meeting minutes
 - Receive and file the Executive Director financial report
-