

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

Executive Director

Marva M. Sheehan, CPA
HF&H Consultants, LLC
201 N. Civic Drive, Suite 230
Walnut Creek, CA 94596
Telephone • (925) 977-6961
Facsimile • (925) 977-6955
E-mail • msheehan@hfh-consultants.com

Member Agencies

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

MEETING AGENDA

May 4, 2017

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

SPECIAL PRESENTATION

1. Special recognition of service for Bill Helms, City of Campbell.

OLD BUSINESS

None

NEW BUSINESS

2. Consider Board Meeting Schedule for FY 2017/2018.
3. Accept report for the Executive Director and Authority Counsel contracts.
4. Approve Resolution 2017-01 adopting the FY 2017-18 budget and work plan.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Clerk (925) 977-6961. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting. 28CFR 35.102-35.104 ADA

5. Receive a report on recent regulatory changes and program updates.

PUBLIC HEARINGS

6. Approve Resolution 2017-02 ratifying the Guadalupe Landfill contractual disposal proprietary rate increase of 3.18% effective July 1, 2017.
7. Approve Resolution 2017-03 ratifying the West Valley Collection & Recycling contractual collection rate increase effective July 1, 2017.

CONSENT CALENDAR

8. Receive and file a report on the disbursement of FY 2015/2016 liquidated damages to the Second Harvest Food Bank of Santa Clara.
9. Receive and file the Executive Director financial report for the 9 months ended March 31, 2017.
10. Approve Minutes of the February 2, 2017 Board Meeting.

FUTURE AGENDA ITEMS

BOARD MEMBER REPORTS

ADJOURNMENT

Next Regular Meeting: September 7, 2017, 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 4, 2017
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **Board Meeting Calendar**

RECOMMENDED ACTION

Consider Board Meeting Schedule for FY 2017/18.

DISCUSSION

FY 17/18 Board Meeting Schedule

The attached schedule reflects the regularly scheduled meetings for 2017/18.

Certain items must be addressed at specific meetings during the year due to procedural or contractual commitments. For example, the Authority must ratify the collection rates no later than the May meeting in order for the rates to be effective July 1 in accordance with the agreement with WVC&R. Also, new Board officers must be elected at the first meeting of the calendar year. These items are shown in bold type in the attached schedule. The schedule for other items is more flexible; these are shown in normal type.

The attached schedule is meant to be a guide, not a rigid schedule. Regular meetings may be cancelled and special meetings may be scheduled as needed. Board Members, the Authority Attorney, or the Executive Director may add agenda items, accelerate or delay items, or delete items from the schedule. Agendas will continue to be published prior to each meeting with the items to be discussed at that particular meeting.

RECOMMENDED ACTION

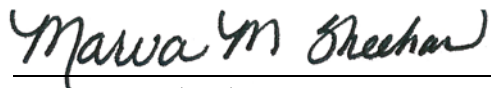
The Board should review the attached schedule and provide feedback to staff regarding needed changes to the proposed schedule.

DOCUMENTS ATTACHED

Proposed Schedule of Meetings

FISCAL IMPACT

None



Marva M. Sheehan
Executive Director

**West Valley Solid Waste Management Authority
FY 2017/18 Proposed Schedule of Meetings**

Meeting Date	Discussion Items
September 7, 2017	<ul style="list-style-type: none"> • Annual AB 939 Report • Schedule annual Authority Attorney and Executive Director performance review • Consider prior fiscal year complaints/liquidated damages
November 2, 2017	<ul style="list-style-type: none"> • Receive report on WVC&R liquidated damages for prior fiscal year • Executive Director/ Authority Counsel performance evaluation
February 1, 2018	<ul style="list-style-type: none"> • Elect new officers • Review collection and disposal contracts • Accept Audited Financial Statements • Review Authority Attorney and Executive Director contracts
May 3, 2018	<ul style="list-style-type: none"> • Board meeting schedule • Ratify collection and disposal rates • Ratify next fiscal year budget

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WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: May 4, 2017

To: West Valley Solid Waste Management Authority Board

From: Executive Director

Subject: **Review of Executive Director and Authority Attorney Contracts**

RECOMMENDED ACTION

Accept report on key points of the Executive Director and Authority Attorney contracts.

DISCUSSION

Executive Director Contract

- Company
 - HF&H Consultants, LLC
 - Marva Sheehan, named Executive Director
 - Robert Hilton serves in her absence
- Term
 - Effective Date - September 5, 2013
 - Continues until terminated by either party with a 15-day written notice of termination
- Scope of Services
 - See attached "Exhibit A"
- Annual Contract Amount
 - Determined as part of the Authority's annual Budget process
 - FY 16-17 \$84,733 (approved by the Board on 5/5/16)
 - FY 17-18 \$87,258

- Paid based on time and materials, in accordance with the Scope of Services, not to exceed the approved budget amount without approval from the Board.

Authority Attorney Contract

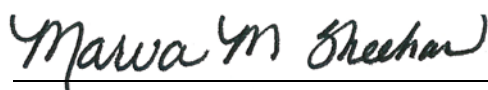
- Company
 - Logan and Powell, LLP
 - Kirsten Powell, named Authority Attorney
 - Assistant Authority Attorney shall be designated by Authority Attorney
- Term
 - Effective Date - April 2, 1998; 1st Amendment - June 17, 1999; 2nd Amendment - March 16, 2000; and, 3rd Amendment - March 15, 2001
 - Continues until terminated by either party
- Scope of Services
 - See attached "Exhibit B"
- Annual Contract Amount
 - Determined as part of the Authority's annual Budget process
 - FY 16-17 \$9,004 (approved by the Board on 5/5/16)
 - FY 17-18 \$9,332
 - Paid based on time and materials in accordance with the Scope of Services not to exceed the approved budget amount without approval from the Board.

FISCAL IMPACT

\$96,590 for FY 2017-2018

DOCUMENTS ATTACHED

Exhibit A - Executive Director Scope of Services
Exhibit B - Authority Attorney Scope of Services



Marva M. Sheehan
Executive Director

SCOPE OF SERVICES

The tasks that HF&H will perform include, but are not limited to, the following:

Task 1: Contract Administration

- 1a Verify, on an annual basis, that the rate adjustment calculations are prepared by WVC&R and Guadalupe in accordance with the agreements.
- 1b Ensure that WVC&R and Guadalupe comply with requirements to furnish certificates of insurance and performance bonds in accordance with the agreements.
- 1c Review the companies' operational performance and calculate the amount of liquidated damages, if any, under the agreements.
- 1d Manage the revision of these contracts for implementation of new programs, changes to recyclable materials, or other changes as directed by the Board.
- 1e Work with the companies to respond to complaints and inquiries from Member Agencies' residents and businesses regarding services provided under the agreements.
- 1f Enforce the collection franchise agreement provisions and respond to violations (e.g., rogue dumpsters).
- 1g Support, either directly or through the management of a procurement consultant, any future solid waste collection procurement contract(s).

Task 2: AB 939 and Other Regulatory Compliance

- 2a Prepare and submit the Member Agencies' annual applications for AB 2020 beverage container recycling funds distributed by the Department of Conservation.
- 2b Provide periodic reports on the status of federal and state legislation impacting the Member Agencies' refuse and recycling programs at regularly scheduled Board Meetings. Provide information on industry trends.
- 2c Represent the Authority at County TAC meetings and other relevant regional and statewide meetings as needed and as directed by the Member Agencies' staff and/or Board.
- 2d Prepare and submit miscellaneous reports requested by local agencies related to the Authority's solid waste and recycling collection and disposal programs. These include, for example, Santa Clara County's recycling hotline and HHW program and collection rate surveys.
- 2e Prepare and submit the Member Agencies' Annual Reports to CalRecycle on behalf of each Member Agency. This includes accompanying the CalRecycle representative on site visits in the Authority jurisdictions. Additionally, we will respond to CalRecycle questions related to the annual reports and site visits.

Task 3: Facilitate Board Meetings

- 3a Prepare for and conduct quarterly meetings Board Meetings. This task includes preparing the public notices, agendas, agenda reports, resolutions, Board Member agenda packets, public meeting binders, and meeting minutes. In addition, prepare for and conduct “agency review” meetings with Member Agency staff prior to regularly scheduled Board Meetings or special Board Meetings.
- 3b Prepare a financial report of the Authority’s activities for each quarter, showing actual expenditures against the approved budget. These reports are presented at the next regularly scheduled Board Meeting following the close of each quarter.
- 3c Present status reports on each of the Authority projects or activities at regularly scheduled Board Meetings, as needed.
- 3d Follow-up on action items from the Board Meeting, including maintaining a record of all Authority actions.

Task 4: Authority Administration

- 4a Conduct conference calls with Member Agencies’ staff on an as needed basis (at least quarterly) to report on issues and receive direction from staff between Board Meetings, including special Board Meetings. This task includes preparing the agenda and agenda materials. There are times when topics require face-to-face meetings. We will discuss the options with the Member Agencies’ staff and will schedule the appropriate time and place for the meeting(s).
- 4b Respond to inquiries from Member Agencies’ residents and businesses regarding the Authority’s solid waste and recycling services in a timely manner.
- 4c Manage the procurement of legal services, liability insurance and other services and supplies required for the conduct of the Authority’s business.
- 4d Manage the submission of Fair Political Practices Commission forms (Form 700) by the Executive Director, Legal Counsel, and Board Members.
- 4e Prepare the annual Authority budget for approval by the Board.
- 4f Prepare and provide orientation materials (including copies of the collection and disposal agreements, Rules of Conduct, and Joint Powers Authority agreement) to new Board members as needed.
- 4g Meet with the Member Agencies’ Councils as requested for Council workshops to review changes to solid waste and recycling collection programs.
- 4h Work with the City of Campbell auditors to complete the annual financial audit of the Authority’s financial statements. This includes preparing the financial statements, reviewing the footnotes, preparing the management letter, and responding to inquiries from the auditors.
- 4i Lead in the maintenance of the Authority’s website. We collaborate with WVC&R and the Member Agencies’ staff to maintain the website.

- 4j Review public education material provided by WVC&R for proper content prior to final publication.

Summary of Executive Director Budget for FY17-18

Task Number	Task Description	Total Hours	Proposed Cost
1	Contract Administration	90	\$ 19,670
2	AB 939 and Other Regulatory Compliance	113	\$ 23,545
3	Facilitate Board Meetings	117	\$ 24,035
4	JPA Administration	81	\$ 17,245
	Engagement Mgt	10	\$ 2,200
	Total Project	411	\$ 86,695
	Out of Pocket Expenses		\$ 563
	Total Budget		\$ 87,258

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SCOPE OF SERVICES

The tasks that Logan & Powell will perform include, but are not limited to, the following:

- A. Attend Authority quarterly meetings and advise the Executive Director and the Board on issues and procedures.
- B. Provide the Board with an annual update of procedural requirements such as the Brown Act.
- C. Advise the Executive Director and the Board on the powers of the Authority to act.
- D. Interpret contracts and other legal documents.
- E. Advise the Authority on legislation relative to the collection, disposal and recycling of solid waste. This includes any new developments in the applicability or interpretation of Proposition 218.
- F. Monitor activities of any Special Counsel directly retained by the Authority.
- G. Negotiate contracts and/or contract negotiations and revisions if the Authority determines to amend the recycling and yard waste agreements to comply with the collection and disposal agreements.
- H. Review the legality of any cost adjustment proposals by either WVC&R or Guadalupe.
- I. Prepare any contracts necessary for the operations of the Authority.
- J. Research legal issues as requested by the Executive Director or by a majority vote of the Board.
- K. Represent the Authority in the administration of all claims and actions filed against it, or filing of claims and/or actions on behalf of the Authority as deemed appropriate by the Board.

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WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: May 4, 2017
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **FY 2017-18 Budget**

RECOMMENDED ACTION

Approve Resolution 2017-01 adopting the FY 2017-18 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 2017-18 Proposed Budget

The attached budget shows the actual results for the previous five years by major expenditure category, the approved FY 2016-17 budget, and the proposed FY 2017-18 budget. In total, the proposed FY 2017-18 budget of \$124,724 (net of the WVC&R Annual Payment expenditure of \$450,000) is \$3,845 more than the FY 2016-17 budget.

Executive Director - This expenditure is for services provided by HF&H Consultants, LLC including management of the Authority's refuse, recycling, yard waste, and disposal contracts; management of the Authority's efforts to achieve its AB 939 targets; preparation for and facilitation of the Authority Board meetings; and, other

administrative tasks assigned by the Board. The budgeted amount has been increased by 3.47% from the approved FY 2016-17 budget. An additional annual amount of \$35,000 has been projected for FY 2018-2019 and FY 2019-2020 in anticipation of the disposal contract negotiations. The final amount will be determined based on the scope of services requested by the Board.

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, to assist with other legal matters as directed by the Board. The budgeted amount has been increased by 3.53% from the approved FY 2016-17 budget.

WVC&R Annual Payment - As part of the new franchise agreement with WVC&R that began March 1, 2014, the Authority will receive a payment of \$450,000 annually (\$4,500,000 over the term of the agreement). Consistent with FY16-17, the payment will be disbursed to each Member Agency proportionally based on population.

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 3.53%.

Liability Insurance – This expenditure is for general liability and public officials' errors and omissions insurance. This amount reflects an expected 3.53% increase in the premium for FY 2017-18 over FY 2016-17.

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 the 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.

Website Administration – This expenditure is for maintaining the Authority's website (www.wvswma.org). The budget includes the annual "registration" fees as well as other services required to maintain the website.

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 increased by 3.53% for FY 2017-18 from FY 2016-17.

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 projected fund balance is \$200,000 in accordance with 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 2016-17	Proposed Fiscal Year 2017-18	Proposed Fiscal Year 2018-19	Proposed Fiscal Year 2019-20	Proposed Fiscal Year 2020-21	Proposed Fiscal Year 2020-21
Campbell	\$ 46,613	\$ 49,336	\$ 67,546	\$ 69,198	\$ 54,295	\$ 56,066
Los Gatos	\$ 34,895	\$ 36,351	\$ 49,768	\$ 50,985	\$ 40,005	\$ 41,310
Monte Sereno	\$ 3,946	\$ 4,026	\$ 5,512	\$ 5,647	\$ 4,431	\$ 4,575
Saratoga	\$ 35,425	\$ 35,011	\$ 47,933	\$ 49,105	\$ 38,530	\$ 39,787

DOCUMENTS ATTACHED

Resolution 2017-01
FY 2017-18 Proposed Budget

FISCAL IMPACT

The attached FY 2017-18 proposed budget shows the expected assessment for each Member Agency resulting from the proposed budget.

Marva M Sheehan

Marva M. Sheehan
Executive Director

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RESOLUTION NO. 2017-01

RESOLUTION OF THE BOARD OF DIRECTORS OF THE WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY APPROVING THE BUDGET FOR FISCAL YEAR 2017-18

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY that the document entitled "Fiscal Year 2017-18 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 4th day of May 2017, by the following vote:

AYES:
NOES:
ABSENT:

Approved: _____
Paul Resnikoff, Chairperson

Attest: _____
Marva M. Sheehan, Executive Director

WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: May 4, 2017
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **Recent Regulatory Changes and Program Updates**

RECOMMENDED ACTION

Receive a report on the recent regulatory changes and program updates.

DISCUSSION

Legislation

No new laws were adopted by the State of California or Federal Government related to recycling, composting and waste reduction since our last meeting.

Pending

AB 178 - Bottle Bill Reform - was introduced on January 18, 2017 which is intended to modify the California Beverage Container Recycling and Litter Reduction Act. Some of the key changes include:

- Expanding the definition of beverage containers to include those not covered under current regulations.
- Eliminating processor payment funding for certified curbside programs allowed under current regulations.
- Placing greater restrictions on administration and processing fees for materials that do not meet enhanced quality standards.
- Imposing a state-mandated local program by creating new crimes relating to beverage containers.

Ongoing

Continued phase-in of AB 1826, with generators of organic materials (4 cubic yards or greater of weekly volumes) required to subscribe to organic material collection effective January 1, 2017. West Valley Collection and Recycling will be expanding commercial organics routes and outreach to commercial customers with new organics component of the FY 2017-2018 rates (Agenda Item #7).

Future Milestones for AB1826 include:

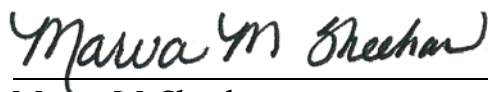
- August 1, 2017 - Report progress to CalRecycle
- January 1, 2019 - Businesses and Multi-Family (5+ units) with 4 cubic yards or more of weekly solid waste are required to participate in organics collection services.
- January 1, 2020 - Businesses with 2 cubic yards or more of weekly solid waste are required to participate in organics collection services if CalRecycle determines on that date that organics waste has not been reduced to 50% of 2014 levels.

FISCAL IMPACT

None

DOCUMENTS ATTACHED

None



Marva M. Sheehan
Executive Director

WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: May 4, 2017
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **Guadalupe Landfill Disposal Rate Increase**

RECOMMENDED ACTION

Approve Resolution 2017-02 ratifying the Guadalupe Landfill contractual disposal rate increase effective July 1, 2017.

DISCUSSION

Background

On January 1, 2006, the 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 (C&D) 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 April 14, 2017, Waste Management presented its calculation of the allowed adjustment based on the December 2015 to December 2016 change in the Consumer Price Index of 3.53%. The overall disposal or processing rates are composed of two elements: the proprietary rate; and, per-ton governmental fees. The agreement allows an annual adjustment to the proprietary disposal rate, yard waste processing rate, and C&D processing rate equal to 90% of the change in CPI, or 3.18%.

The proprietary disposal rate and the C&D processing rate increase by 3.18% as per the agreement.

The yard waste processing rate increases to \$40.00 per ton (including fees) to allow composting the material as approved by Board Members at the February 2, 2017 meeting.

Table 1 compares the July 1, 2016 proprietary rates to the July 1, 2017 proprietary rates.

Table 1
Guadalupe Landfill Proprietary Rates

Rate	July 1, 2016	July 1, 2017	% Change
Disposal	\$25.48	\$26.29	3.18%
Yard Waste	\$23.21	\$39.47	70.06%
Construction & Demolition Debris	\$45.84	\$47.30	3.18%

The current and anticipated governmental fee portion of the disposal rate is shown below in Table 2. For Disposal, all the fees in Table 2 are added to the Proprietary Rate. For Yard Waste and C&D Debris, only the City of SJ SW Enforcement Fee is added.

Table 2
Guadalupe Landfill Governmental Fees

Fee	July 1, 2016	July 1, 2017	% 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	1.08	0.53	-50.93%
Total Fees	\$20.36	\$19.81	-2.70%

Recommendation

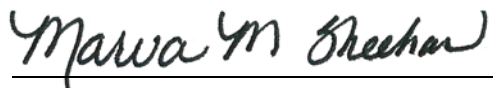
I have reviewed Waste Management's calculation of the contractual rate adjustment and find that it was calculated in accordance with the terms of the agreement. I recommend that the Board approve Resolution 2017-02 ratifying the Guadalupe Landfill contractual disposal rate increase effective July 1, 2017.

DOCUMENTS ATTACHED

Resolution 2017-02

FISCAL IMPACT

The disposal rate increases are reflected in the proposed rates calculated by WVC&R as shown in Agenda Item #7.



Marva M. Sheehan
Executive Director

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RESOLUTION NO. 2017-02

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY
RATIFYING FY 2017-18 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 West 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 17-18; 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, 2017.

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 4th day of May, 2017, by the following vote:

AYES:

NOES:

ABSENT:

Approved: _____
Paul Resnikoff, Chairperson

Attest: _____
Marva M. Sheehan, Executive Director

**FY 2017-18 RATES FOR THE DISPOSAL OF SOLID WASTE AND THE
PROCESSING OF YARD WASTE AND CONSTRUCTION AND DEMOLITION
DEBRIS**

Guadalupe Landfill Proprietary Rates per Ton

Rate	FY 17 - 18
Disposal	\$26.29
Yard Waste	39.47
Construction & Demolition Debris	47.30

Guadalupe Landfill Governmental Fees per Ton

Fee	FY 17-18
State AB 1220 Fee	\$1.40
SCC AB 939 Fee	4.10
SCC Solid Waste Planning Fee	0.78
City of SJ Business Tax	13.00
City of SJ SW Enforcement Fee	.53
Total Fees	\$19.81

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WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: May 4, 2017
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **Proposed Rates Effective July 1, 2017**

RECOMMENDED ACTION

Approve Resolution 2017-03 ratifying the West Valley Collection & Recycling, LLC (WVC&R) contractual collection rate increase effective July 1, 2017.

DISCUSSION

Background

At its meeting on May 5, 2016, the Board ratified rates for basic collection services under its contract with WVC&R effective July 1, 2016. The ratified residential rates are shown in Table 1.

Table 1
Residential Collection Rates
Effective July 1, 2016

	Campbell	Los Gatos	Monte Sereno	Saratoga
20-gallon	\$19.78	\$19.43	\$22.57	\$21.57
35-gallon	\$25.80	\$25.45	\$29.43	\$28.13
65-gallon	\$51.60	\$50.90	\$58.86	\$56.26
95-gallon	\$77.41	\$76.36	\$88.29	\$84.39

Contractual Rate Adjustment

The contract calls for CPI-based adjustments to be made effective July 1 of each year. On March 14, 2017, WVC&R presented its calculation of the allowed adjustment based on the December 2015 to December 2016 change in the Consumer Price Index of 3.53%. The agreement allows an adjustment to the collection rates equal to 80% of the change in the CPI, or 2.83%. In addition, there are other factors that impact the rates, as discussed below.

Disposal Rate Adjustment

As discussed in Agenda Item #6, the proprietary rate portion of the disposal rate is \$25.48 and is increasing by 3.18% per ton effective July 1, 2017 to \$26.29. The current total governmental fees charged on each ton disposed is \$20.36 and is decreasing to \$19.81 per ton effective July 1, 2017. The total disposal rate changed from \$45.84 to \$46.10, or 0.57%, in FY 17/18. Disposal fees are considered a pass-through expense under the collection contract. Thus, the collection rates must be adjusted for the approved disposal rate.

Composting Rate Adjustment

At the February 2, 2017 meeting, Board Members approved an increase to the green waste processing rate to allow for composting the material at Guadalupe Landfill. The rate changes from \$24.29 per ton to \$40.00 per ton effective July 1, 2017 and is included in the proposed FY 2017-2018 rates.

Organic Collection Rate Adjustment

The rate for commercial services includes an additional 2.40% increase to expand the commercial organics collection services as required under AB 1826. The increase is allocated among all the commercial rates.

Street Sweeping and Sanitation, HHW, and JPA fees Adjustments

At its May 3, 2012 meeting, the Board discussed the inclusion of street sweeping and sanitation costs, HHW collection costs and the administrative costs of the Authority to the collection rates. Agency staff provided the current street sweeping and sanitation costs from the respective jurisdictions. The HHW fees were provided from the County of Santa Clara as part of the annual AB 939 and HHW agreement process.

Beginning in FY 2013-2014, the City of Campbell and the Town of Los Gatos elected to increase the costs to administer the Authority to include agency staff time and other related costs.

Beginning in FY 2014-2015, Town of Los Gatos and the City of Campbell have elected to include, as a part of the Street Sweeping fee, the costs of tree trimming along the

agencies' streets (to prevent damage from WVC&R's trucks) of \$20,000 and \$10,000, respectively. The cost for the City of Campbell has been adjusted by CPI for the interim rates adjustments including FY 2017-2018. For Los Gatos, the fee was increased by CPI for the interim rate adjustments however, it was increased \$200,000 for FY 2017-2018 based on advice from agency staff.

For FY 2017-2018, all four agencies have elected to adjust their HHW fees based on the data provided by the County of Santa Clara.

All four agencies adjusted the JPA administrative costs based on the new JPA budget. Table 2 shows the additional costs for FY 2017-2018. 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 WVC&R to provide funds to mitigate the damage caused by heavy collection vehicles on the Member Agencies' streets has been included in WVC&R's calculation of FY 2017-2018 rates. The fee for the Town of Los Gatos was increased by \$25,000 for FY 2017-2018 based on advice from agency staff. The Cities of Campbell and Saratoga are fully funded as of the FY 2016-2017 based on recent Vehicle Impact Studies and did not increase the fee for FY 2017-2018. The City of Monte Sereno has elected to not collect the vehicle impact fee again this year. WVC&R allocated the increase in the vehicle impact fee across all lines of business.

Table 2
Summary of Additional Costs and Rate Impact
Effective July 1, 2017

	Campbell		Los Gatos		Monte Sereno		Saratoga	
	Costs	% Increase	Costs	% Increase	Costs	% Increase	Costs	% Increase
Proposed Rate Increase before Fee Increases		2.33%		2.39%		2.34%		2.39%
Composting Charge	\$112,266	2.63%	\$110,086	1.80%	\$17,618	3.34%	\$127,095	2.93%
Street Sweeping Fees	\$4,717	0.11%	\$200,000	3.27%	\$0	0.00%	\$0	0.00%
HHW Fees	\$2,474	0.06%	\$1,474	0.02%	\$334	0.06%	(\$12,627)	-0.29%
JPA Administrative Fee	\$3,846	0.09%	\$2,578	0.04%	\$80	0.02%	(\$414)	-0.01%
Vehicle Impact Fee	\$0	0.00%	\$25,000	0.41%	\$0	0.00%	\$0	0.00%
Subtotal	\$123,302		\$339,139		\$18,032		\$114,054	
Total		5.22%		7.93%		5.75%		5.02%

The following table summarizes the agency fees that are included in the rates. WVC&R collects the fees from the customers and remits the fees to each agency.

**Table 3
 Summary of Agency Fees**

		Campbell	Los Gatos	Monte Sereno	Saratoga
Street Sweeping Fees	Current	\$133,531	\$200,445	\$0	\$100,000
	Proposed	\$138,248	\$400,445	\$0	\$100,000
HHW Fees	Current	\$19,187	\$48,139	\$10,052	\$50,245
	Proposed	\$21,661	\$49,613	\$10,386	\$37,618
JPA Administrative Fee	Current	\$78,393	\$66,675	\$3,946	\$35,425
	Proposed	\$82,239	\$69,254	\$4,026	\$35,011
Vehicle Impact Fee	Current	\$477,600	\$348,429	\$0	\$351,300
	Proposed	\$477,600	\$373,429	\$0	\$351,300

Franchise Fees

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

Total Rate Adjustment

Table 4 shows the calculated rates for a 35-gallon residential customer, including all of the relevant adjustments discussed above.

**Table 4
 35-Gallon Cart Comparison
 Proposed vs. Current**

	Current Rate	July 1, 2017 Proposed Rate	\$ Difference	% Difference
Campbell	\$25.80	\$27.15	\$1.35	5.22%
Los Gatos	\$25.45	\$27.47	\$2.02	7.93%
Monte Sereno	\$29.43	\$31.12	\$1.69	5.75%
Saratoga	\$28.13	\$29.54	\$1.41	5.02%

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

Recommendation

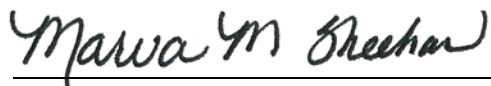
I recommend that the Board approve Resolution 2017-03 ratifying the calculated rates effective July 1, 2017.

DOCUMENTS ATTACHED

Resolution 2017-03
Exhibit 1 - Proposed Rates

FISCAL IMPACT

None



Marva M. Sheehan
Executive Director

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RESOLUTION NO. 2017-03

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY
RATIFYING FY 2016-17 RATES FOR THE COLLECTION OF SOLID WASTE,
RECYCLABLE MATERIALS, GREEN WASTE, FOOD 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 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, Food Scraps, and Construction and Demolition Debris, the Transportation of Such Materials to Appropriate Places of Processing, Recycling, Composting, and/or Disposal 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 Consumer 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 2017-18; and

WHEREAS, the Executive Director has reviewed the calculations and determined that 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 a 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 collect 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, 2017.

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 4th day of May, 2017, by the following vote:

AYES:
NOES:
ABSENT:

Approved: _____
Paul Resnikoff, Chairperson

Attest: _____
Marva M. Sheehan, Executive Director

West Valley Collection & Recycling

West Valley Cities Rates

Rates Effective 7/1/2017

	Campbell	Los Gatos	Monte Sereno	Saratoga
Residential				
Regular:				
20-gallon	\$ 20.74	\$ 20.91	\$ 23.78	\$ 22.58
35-gallon	\$ 27.15	\$ 27.47	\$ 31.12	\$ 29.54
65-gallon	\$ 54.29	\$ 54.94	\$ 62.25	\$ 59.09
95-gallon	\$ 81.44	\$ 82.41	\$ 93.37	\$ 88.63
Sr. Citizen:				
20-gallon	\$ 13.83	\$ -	\$ -	\$ -
35-gallon	\$ 18.10	\$ -	\$ -	\$ -
Low Income:				
20-gallon	\$ -	\$ 20.71	\$ -	\$ -
35-gallon	\$ -	\$ 25.98	\$ -	\$ -
Commercial				
Commercial-1.5 Yards				
1 p/u per week	\$ 135.60	\$ 159.77	\$ 181.94	\$ 193.82
2 p/u per week	\$ 273.16	\$ 321.91	\$ 366.54	\$ 390.60
3 p/u per week	\$ 410.71	\$ 484.05	\$ 551.15	\$ 587.37
4 p/u per week	\$ 548.27	\$ 646.19	\$ 735.75	\$ 784.15
5 p/u per week	\$ 685.83	\$ 808.33	\$ 920.35	\$ 980.93
6 p/u per week	\$ 823.38	\$ 970.47	\$ 1,104.96	\$ 1,177.71
Extra Dump	\$ 31.29	\$ 37.40	\$ 41.99	\$ 44.73
Saturday Dump	\$ 31.74	\$ 37.95	\$ 42.60	\$ 45.41
Commercial-2 Yards				
1 p/u per week	\$ 180.80	\$ 213.03	\$ 242.59	\$ 258.42
2 p/u per week	\$ 364.21	\$ 429.21	\$ 488.73	\$ 520.80
3 p/u per week	\$ 547.62	\$ 645.40	\$ 734.86	\$ 783.17
4 p/u per week	\$ 731.03	\$ 861.58	\$ 981.00	\$ 1,045.54
5 p/u per week	\$ 914.44	\$ 1,077.77	\$ 1,227.14	\$ 1,307.91
6 p/u per week	\$ 1,097.84	\$ 1,293.95	\$ 1,473.28	\$ 1,570.28
Extra Dump	\$ 41.72	\$ 49.87	\$ 55.98	\$ 59.64
Saturday Dump	\$ 42.32	\$ 50.60	\$ 56.80	\$ 60.55
Commercial-3 Yards				
1 p/u per week	\$ 271.21	\$ 319.54	\$ 363.88	\$ 387.64
2 p/u per week	\$ 546.32	\$ 643.82	\$ 733.09	\$ 781.19
3 p/u per week	\$ 821.43	\$ 968.10	\$ 1,102.29	\$ 1,174.75
4 p/u per week	\$ 1,096.54	\$ 1,292.38	\$ 1,471.50	\$ 1,568.31
5 p/u per week	\$ 1,371.65	\$ 1,616.65	\$ 1,840.71	\$ 1,961.86
6 p/u per week	\$ 1,646.77	\$ 1,940.93	\$ 2,209.92	\$ 2,355.42
Extra Dump	\$ 62.59	\$ 74.80	\$ 83.97	\$ 89.45
Saturday Dump	\$ 63.49	\$ 75.90	\$ 85.20	\$ 90.82
Commercial-4 Yards				
1 p/u per week	\$ 361.61	\$ 426.06	\$ 485.17	\$ 516.85
2 p/u per week	\$ 728.43	\$ 858.48	\$ 977.48	\$ 1,041.70
3 p/u per week	\$ 1,095.24	\$ 1,290.88	\$ 1,469.77	\$ 1,566.51
4 p/u per week	\$ 1,462.06	\$ 1,723.27	\$ 1,962.08	\$ 2,091.31
5 p/u per week	\$ 1,828.89	\$ 2,155.68	\$ 2,454.37	\$ 2,616.12
6 p/u per week	\$ 2,195.70	\$ 2,588.07	\$ 2,946.65	\$ 3,140.92
Extra Dump	\$ 83.44	\$ 99.74	\$ 111.97	\$ 119.29

West Valley Collection & Recycling

West Valley Cities Rates

Rates Effective 7/1/2017

	Campbell	Los Gatos	Monte Sereno	Saratoga
<i>Saturday Dump</i>	\$ 84.66	\$ 101.19	\$ 113.61	\$ 121.10
Commercial-6 Yards				
1 p/u per week	\$ 542.41	\$ 639.09	\$ 727.76	\$ 775.27
2 p/u per week	\$ 1,092.63	\$ 1,287.64	\$ 1,466.18	\$ 1,562.39
3 p/u per week	\$ 1,642.86	\$ 1,936.20	\$ 2,204.59	\$ 2,349.50
4 p/u per week	\$ 2,193.08	\$ 2,584.75	\$ 2,943.00	\$ 3,136.61
5 p/u per week	\$ 2,743.31	\$ 3,233.31	\$ 3,681.42	\$ 3,923.73
6 p/u per week	\$ 3,293.53	\$ 3,881.86	\$ 4,419.83	\$ 4,710.84
<i>Extra Dump</i>	\$ 125.17	\$ 149.61	\$ 167.94	\$ 178.91
<i>Saturday Dump</i>	\$ 126.97	\$ 151.79	\$ 170.40	\$ 181.64
Commercial-Cans				
1	\$ 13.56	\$ 15.97	\$ 18.19	\$ 19.38
2	\$ 27.12	\$ 31.95	\$ 36.39	\$ 38.76
3	\$ 40.68	\$ 47.92	\$ 54.58	\$ 58.14
4	\$ 54.24	\$ 63.89	\$ 72.78	\$ 77.53
5	\$ 67.80	\$ 79.87	\$ 90.97	\$ 96.91
6	\$ 81.36	\$ 95.84	\$ 109.16	\$ 116.29
7	\$ 94.92	\$ 111.82	\$ 127.36	\$ 135.67
8	\$ 108.48	\$ 127.79	\$ 145.55	\$ 155.05
9	\$ 122.04	\$ 143.76	\$ 163.74	\$ 174.43
12	\$ 162.72	\$ 191.68	\$ 218.33	\$ 232.58
13	\$ 176.28	\$ 207.66	\$ 236.52	\$ 251.96
15	\$ 203.40	\$ 239.61	\$ 272.91	\$ 290.72
18	\$ 244.08	\$ 287.53	\$ 327.49	\$ 348.87
22	\$ 298.32	\$ 351.42	\$ 400.26	\$ 426.39
27	\$ 366.12	\$ 431.29	\$ 491.23	\$ 523.30
30	\$ 406.80	\$ 479.21	\$ 545.81	\$ 581.45
34	\$ 461.04	\$ 543.10	\$ 618.59	\$ 658.97
43	\$ 583.08	\$ 686.87	\$ 782.33	\$ 833.41
50	\$ 678.00	\$ 798.68	\$ 909.69	\$ 969.08
54	\$ 732.24	\$ 862.58	\$ 982.46	\$ 1,046.60
Debris Box (cu. yds.)				
8*	\$ 467.49	\$ 487.70	\$ 462.10	\$ 481.47
20	\$ 618.51	\$ 655.12	\$ 616.42	\$ 641.73
30	\$ 745.24	\$ 790.67	\$ 751.16	\$ 772.30
40	\$ 871.96	\$ 926.21	\$ 885.91	\$ 902.87
40 - Special - Woodwas	\$ 525.11	\$ 546.00	\$ 526.88	\$ 538.22
*plus actual disposal charge				
Compactor (cu. yds.)				
10	\$ 614.96	\$ 648.74	\$ 583.73	\$ 641.73
12	\$ 664.94	\$ 701.69	\$ 631.09	\$ 693.96
15	\$ 739.91	\$ 781.10	\$ 702.13	\$ 772.30
16	\$ 764.91	\$ 807.57	\$ 725.81	\$ 798.41
18	\$ -	\$ 854.81		
20	\$ 864.87	\$ 913.45	\$ 820.53	\$ 902.87
25	\$ 989.82	\$ 1,045.81	\$ 938.93	\$ 1,033.44
26	\$ 1,014.81	\$ 1,072.28	\$ 962.61	\$ 1,059.56
28	\$ 1,064.80	\$ 1,125.22	\$ 1,009.97	\$ 1,111.78
30	\$ 1,114.78	\$ 1,178.16	\$ 1,057.33	\$ 1,164.01

West Valley Collection & Recycling

West Valley Cities Rates

Rates Effective 7/1/2017

	Campbell	Los Gatos	Monte Sereno	Saratoga
36	\$ 1,264.72	\$ 1,336.99	\$ 1,199.41	\$ 1,320.70
40	\$ 1,364.69	\$ 1,442.87	\$ 1,294.13	\$ 1,425.15
FEL 2CY Compactor				
1 p/u per week	\$ 241.44	\$ 274.08	\$ -	\$ -
2 p/u per week	\$ 484.90	\$ 551.28	\$ -	\$ -
3 p/u per week	\$ 728.72	\$ 828.50	\$ -	\$ -
4 p/u per week	\$ -	\$ 1,103.37	\$ -	\$ -
5 p/u per week	\$ 1,216.40	\$ 1,374.74	\$ -	\$ -
6 p/u per week	\$ 1,458.61	\$ -	\$ -	\$ -
FEL 3CY Compactor				
1 p/u per week	\$ 357.72	\$ 411.16	\$ -	\$ 491.24
2 p/u per week	\$ 719.52	\$ 826.92	\$ -	\$ 988.07
3 p/u per week	\$ 1,081.30	\$ 1,239.43	\$ -	\$ 1,484.92
4 p/u per week	\$ -	\$ 1,653.76	\$ -	\$ -
5 p/u per week	\$ 1,611.69	\$ -	\$ -	\$ -
6 p/u per week	\$ 1,976.83	\$ -	\$ -	\$ -
FEL 4CY Compactor				
1 p/u per week	\$ 472.00	\$ 548.15	\$ -	\$ 654.98
2 p/u per week	\$ 940.12	\$ 1,102.59	\$ -	\$ 1,317.51
3 p/u per week	\$ 1,409.59	\$ 1,655.53	\$ -	\$ 1,980.03
4 p/u per week		\$ 2,208.48		
Yard Waste Box				
20	\$ 484.86	\$ 514.02	\$ -	\$ -
40	\$ 625.12	\$ -	\$ -	\$ -

West Valley Collection & Recycling

EFFECTIVE JULY 1, 2017

MISCELLANEOUS RESIDENTIAL CHARGES

CHARGE	AMOUNT
EXTRA Y/W CART (PER MONTH, UP TO 95-GALLONS, IN EXCESS OF THREE 95-GALLON CARTS)	\$12.36
START/STOP CHARGE (1 MONTH MINIMUM)	\$12.05
FIRST TIME SPECIAL PICK-UP (up to 3 items, limited to approved items) (RESIDENTIAL Customers Only)	\$20.00
SPECIAL PICK-UP (UP TO 3 ITEMS; LIMITED TO APPROVED ITEMS)	\$95.09
Extra Stickers	\$6.61
AUTOMATIC BILL PAY	NO CHARGE
3-YARD "RENT-ME" SERVICE	\$240.89
4-YARD "RENT-ME" SERVICE	\$266.24

MISCELLANEOUS COMMERCIAL CHARGES

KEY/PUSH-OUT**	FREQUENCY PER WEEK					
	1	2	3	4	5	extra P/U
0-25 (LOCKS)	\$22.57	\$45.13	\$67.69	\$90.26	\$112.82	\$14.00
25-50	\$45.13	\$90.26	\$135.39	\$180.51	\$225.65	\$27.98
50-75	\$67.69	\$135.39	\$203.08	\$270.77	\$338.46	\$41.98
75-100	\$90.26	\$180.51	\$270.77	\$361.03	\$451.28	\$55.96
100-125	\$112.82	\$225.65	\$338.46	\$451.28	\$564.10	\$69.96
125-150	\$135.39	\$270.77	\$406.16	\$541.54	\$676.93	\$83.94
150-175	\$157.95	\$315.90	\$473.85	\$631.79	\$789.74	\$97.94
175-200	\$180.51	\$361.03	\$541.54	\$722.05	\$902.56	\$111.92
200-250	\$203.08	\$406.16	\$609.23	\$812.31	\$1,015.39	\$125.92

** ALL ARE MONTHLY CHARGES EXCEPT THE EXTRA P/U CHARGES

CHARGE	AMOUNT
SMALL COMPACTOR CHARGE (COMMERCIAL COMPACTED BINS SERVICED BY A FRONT-LOAD VEHICLE)	REGULAR BIN RATE + DISPOSAL CHARGE X (1+0.165)
LOCK INSTALLATION/REMOVAL	\$215.53
RELOCATE CHARGE (MOVE A DEBRIS BOX WITHOUT A DUMP)	\$126.78
"DRY RUN" CHARGE (REGULAR SERVICE – BOX EMPTY)	\$126.78
R/O Over Limit Tonnage	\$73.90
DEBRIS BOX RENTAL (PER DAY; IN EXCESS OF 7 DAYS)	\$12.68

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**WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY**

AGENDA REPORT

Date: May 4, 2017
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **Second Harvest Food Bank Donation**

RECOMMENDED ACTION

Receive and file a report on the disbursement of FY 2015/2016 liquidated damages to the Second Harvest Food Bank of Santa Clara.

DISCUSSION

At the November 3, 2016 meeting, Board Members directed staff to investigate potential uses for \$1,200 in liquidated damages (LD's) assessed for fiscal year 2015-2016.

At the February 2, 2017 meeting, staff presented several charitable organizations that specialize in food recovery and waste reduction, food preservation, and/or food distribution to those in need. After considerations, Board Members selected the Village Harvest as the recipient. However, I miscommunicated the request to the City of Campbell for payment and directed them to make the payment to Second Harvest Food Bank.

DOCUMENTS ATTACHED

Donation letter to Second Harvest Food Bank

FISCAL IMPACT

None



Marva M. Sheehan
Executive Director

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

Executive Director

Marva M. Sheehan, CPA
HF&H Consultants, LLC
201 N. Civic Drive, Suite 230
Walnut Creek, CA 94596
Telephone • (925) 977-6960
Facsimile • (925) 977-6955
E-mail • msheehan@hfh-consultants.com

Member Agencies

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

April 12, 2017

Second Harvest Food Bank
ATTN: Development Department
4001 North 1st Street
San Jose, CA 95134

To Whom It May Concern:

The West Valley Solid Waste Management Authority is pleased to present the enclosed donation in the amount of \$1,200.

Our Board is represented by Council members from the Cities of Campbell, Monte Sereno, Saratoga, and the Town of Los Gatos; and oversee the solid waste, recycling, and collection needs of its communities.

At its February 2, 2017 meeting, Board members selected the Second Harvest Food Bank of Santa Clara County to receive this donation to help serve the needs of its communities and citizens.

Sincerely,



Marva M. Sheehan, CPA
Executive Director

**WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY**

AGENDA REPORT

Date: May 4, 2017
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **YTD Financial Report**

RECOMMENDED ACTION

Accept report on the Authority's FY 2016-17 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 preliminary fund balance through March for FY 2016-17. With 75% of the fiscal year passed, the report shows that the Authority expended \$368,080 or 64% of the approved FY 2016-17 budget.

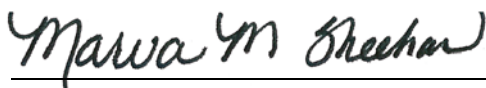
In February 2011, the Board adopted a policy that requires it to maintain an operating reserve of \$100,000 and a rate stabilization reserve of \$100,000. The preliminary fund balance of \$208,555 is more than the \$200,000 but a decrease of \$21,001 from the July 1, 2016 starting balance.

FISCAL IMPACT

None

DOCUMENTS ATTACHED

Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual March 31, 2017.



Marva M. Sheehan
Executive Director

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET
AND ACTUAL MARCH 31, 2017
ATTACHMENT

West Valley Solid Waste Management Authority					
Statement of Revenues, Expenditures, and					
Changes in Fund Balance - Budget and Actual					
March 31, 2017					
Acct #	Description	JPA Budget FY 2016-17	Year to Date Actual	Balance	YTD %
<u>Revenues</u>					
4410	Interest	\$ -	\$ -	\$ -	N/A
4970	City of Campbell	46,613	46,613	-	100%
4970	Town of Los Gatos	34,895	34,895	-	100%
4970	City of Monte Sereno	3,946	3,946	-	100%
4970	City of Saratoga	35,425	35,425	-	100%
4975	Franchise Agreement WVC&R	450,000	225,000	225,000	50%
4965	Other	-	1,200	(1,200)	N/A
	Total Revenues	<u>\$ 570,879</u>	<u>\$ 347,079</u>	<u>\$ 223,800</u>	<u>61%</u>
<u>Expenditures:</u>					
Services and Supplies:					
7424	Office Expense	\$ 500	\$ -	\$ 500	0%
7427	Special Departmental Exp. (Legal Services)	9,004	520	8,484	6%
7430	Prof. & Special Services (Executive Director)	84,333	49,238	35,095	58%
7430	Prof. & Special Services (Other)	5,000	-	5,000	0%
7432	Other Contractual Services (Countywide Support)	1,000	-	1,000	0%
7432	Other Contractual Services (Website Administration)	1,032	-	1,032	0%
7432	Other Contractual Services (Audit Svcs.)	5,404	2,630	2,774	49%
7433	Insurance (Liability)	2,395	1,231	1,164	51%
7435	Travel/Conf. & Meetings	4,000	-	4,000	0%
7438	Other Charges (Accounting & Bookkeeping)	8,211	-	8,211	0%
7675	JPA Solid Waste Distribution	450,000	314,461	135,539	70%
	Total Expenditures	<u>\$ 570,879</u>	<u>\$ 368,080</u>	<u>\$ 202,799</u>	<u>64%</u>
	Excess (deficiency) of revenues over (under) expenditures	-	(21,001)	(21,001)	
	Beginning Fund Balance 7/1/16	\$ 200,000	\$ 229,556		
	Ending Fund Balance	<u>\$ 200,000</u>	<u>\$ 208,555</u>		

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

Executive Director

Marva M. Sheehan, CPA
HF&H Consultants, LLC
201 North Civic Drive, Suite 230
Walnut Creek, CA 94596
Telephone • (925) 977-6961
Facsimile • (925) 977-6955
E-mail • msheehan@hfh-consultants.com

Member Agencies

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

MEETING MINUTES

February 2, 2017

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

CALL TO ORDER

At 5:00 pm, Chair Steve Leonardis called the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

Chair Steve Leonardis, representing Los Gatos, Vice Chair Paul Resnikoff, representing Campbell, Member Curtis Rogers, representing Monte Sereno, and Member Mary-Lynne Bernald, representing Saratoga, were present. Also present were Executive Director Marva Sheehan and Authority Counsel Kirsten Powell.

ORAL COMMUNICATIONS FROM THE PUBLIC

None

WRITTEN COMMUNICATIONS

None

OLD BUSINESS

1. Upon a motion by Vice Chair Resnikoff and a second by Member Bernald, the Board unanimously decided to contribute \$1,200 from the liquidated damages assessed to WVC&R to the Village Harvest.

NEW BUSINESS

2. Upon a motion by Chair Leonardis and a second by Member Bernald, the Board unanimously elected Member Resnikoff to serve as Chair for 2017. Upon a motion by Chair Resnikoff and a second by Member Leonardis, the Board unanimously elected Member Bernald to serve as Vice Chair for 2017.
3. The Board received and filed a report summarizing the key points and dates from the new collection agreement with West Valley Collection & Recycling (WVC&R).
4. The Board received and filed a report summarizing the key points and dates from the disposal agreement with Guadalupe Landfill.
5. Upon motion by Member Bernald and a second by Member Leonardis, the Board authorized staff to prepare and authorize the Chair to execute an amendment to the agreement with Guadalupe Landfill to allow Guadalupe Landfill to use the yard waste as Alternative Daily Cover through June 30, 2017 and begin composting the yard waste at \$40 per ton effective July 1, 2017.
6. Upon motion by Member Leonardis and a second by Member Rogers, the Board unanimously received a report on recent regulatory changes and program updates.

PUBLIC HEARINGS

None

CONSENT CALENDAR

7. Upon a motion by Member Bernald and a second by Member Leonardis, the Board voted 4-0 to approve the minutes of the November 3, 2016 Regular Board Meeting and the Executive Director financial report for the six months ended December 31, 2016.
8. Upon a motion by Member Bernald and a second by Member Leonardis, the Board voted 4-0 to receive and file the Audited Financial Statements with Report of Independent Certified Public Accountants as of Fiscal Year ending June 30, 2016.

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.

FUTURE AGENDA ITEMS

None

BOARD MEMBER REPORTS

None

ADJOURNMENT

Chair Resnikoff adjourned the meeting of the Board at 5:35 pm until the next regular meeting, which will be held May 4, 2017.

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.

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WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

Calendar of Future Agenda Items

September 7, 2017 Meeting

- Receive and file annual CalRecycle Annual Reports
- Schedule annual Authority Attorney and Executive Director performance review
- Consider a report on WVC&R's prior Fiscal Year Complaints/Liquidated Damages

November 2, 2017 Meeting

- Closed Session – annual evaluations of Authority Attorney and Executive Director

February 1, 2018 Meeting

- Elect new officers
- Review of Collection and Disposal contracts
- Review Executive Director and Authority Counsel contracts
- Accept Audited Financial Statements

May 3, 2018 Meeting

- Board meeting schedule
- Ratify Guadalupe Landfill disposal contractual rate adjustment
- Ratify WVC&R contractual collection rate adjustment
- Approve Authority budget

Recurring Meeting Agenda Items

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