



INFORMATIONAL ITEMS ONLY

STAFF UPDATE

To: SBWMA Board Members
From: Farouk Fakira, Finance Manager
Date: September 22, 2016 Board of Directors Meeting
Subject: 2016 Finance and Rate Setting Calendar

Recommendation

This is an informational report and no action is necessary.

Summary

The purpose of this staff report is to keep the Board and Member Agency staff informed on the schedule of important financial and rate setting events in 2016. This staff report is updated as necessary and included in the Board packet each month.

Schedule of Finance, Contractor Compensation and Rate Adjustment Activities in 2016:

January 2016

- Approval of FY14/15 audited Financial Statement. *(Completed)*

February 2016

- Mid-Year review of FY15/16 Operating Budget. *(Completed)*

March 2016

- Recology submittal of the unaudited 2015 Revenue Reconciliation Report. *(Submitted)*

April 2016

- Review of Preliminary 16/17 SBWMA Budget at April 28, 2016 Board meeting. *(Completed)*
- Approval of unaudited calendar year financial statement for bond reporting requirements. *(Completed)*
- Approval of the revenue transfer from reserves for calendar year 2015. *(Completed)*

June 2016

- Review and approval of Final FY16/17 SBWMA Operating Budget at June 26, 2016 Board meeting. *(Completed)*
- Recology's 2017 Compensation Application due to the SBWMA and Member Agencies *(June 15)*. *(Received)*
- SBWMA and Member Agency comments are due to Recology on its 2016 Compensation Application *(June 29)*. *(Completed)*
- SBWMA issues a letter requesting feedback from all Member Agencies on estimated 2017 Member Agency fees (e.g., franchise fees) to be included in their 2017 solid waste rates. *(Completed)*

July 2016

- Board approval of Recology and SBR Financial Systems Audit Report. *(Completed)*
- SBR's 2017 Compensation Application due to the SBWMA *(July 1)*. *(Received)*
- Recology revised 2017 Compensation Application due to SBWMA & Member Agencies *(July 22)*. *(Received)*
- SBWMA issues the following reports to the Board and Member Agency staff for review and comment:
 - Estimated 2016 and 2017 residential and commercial base revenue. *(Completed)*
 - Estimated collected tonnage for 2016 and 2017. *(Completed)*
 - Residential rates vs cost analysis. *(Completed)*

- Estimated residential revenue changes due to cart migration (i.e., lost revenue) by Member Agency since July 2015. **(Completed)**
- Summary of 2017 Member Agency fees to be used in the 2017 cost projections based on Member Agency feedback. **(Completed)**

August 2016

- SBWMA issues Draft Report Reviewing Recology's 2017 Compensation Application, recommended total Revenue Requirement, and Rate Adjustment (*August 12*). **(Completed)**
- SBWMA issues the Draft Report Reviewing SBR's 2017 Compensation Application (August 15). **(Completed)**
- Comments due back from Member Agencies on draft Reports Reviewing Recology's & SBR's 2017 Compensation Application (*August 26*). **(Received)**

September 2016

- SBWMA issues Final Report Reviewing Recology's 2017 Compensation Application including the recommended total Collection Rate Adjustment for 2017. (*September BOD Packet*).
- SBWMA issues Final Report Reviewing SBR's 2017 Compensation Application. (*September BOD Packet*).
- Approval of the SBR 2017 Compensation Application (*September 22 BOD Meeting*).
- Approval of the Recology 2017 Compensation Application and total recommended Revenue Requirement (*September 22 BOD Meeting*).

September – December 2016

- Member Agencies issue Prop. 218 notice and approve final 2017 solid waste rates.

November 2016

- SBWMA issues report to Board on recommended January 1, 2017 Shoreway tip fee adjustments (includes calendar year 2016 & 2017 SBWMA financial projection with assumed tip fee and cash reserve balances).



STAFF REPORT

To: SBWMA Board Members
From: Farouk Fakira, Finance Manger
Date: September 22, 2016 Board of Directors Meeting
Subject: Check Register for July and August 2016

Recommendation

This is an informational item only and no action is required. This report was requested by the Board members.

Summary

The purpose of this report is to provide transparency to the Board and the public on the actual spending by the SBWMA. All payments made by check issued in July and August 2016 are listed on the attached report for review.

Analysis

The SBWMA has a contract with the City of San Carlos for accounting services including the issuing of all payments and deposit of all receipts. In accordance with the City of San Carlos' policies, checks are normally issued every two weeks. All SBWMA invoices are approved for payment by the program manager and then by the Executive Director or Finance Manager. Total A/P spending for July was \$4,207,384.08 and for August was \$2,919,398.02 for a total of \$7,126,782.10 for the two months as detailed in **Attachment A**. Certain ACH transactions such as payroll and some benefit payments are drawn directly from the bank and are therefore not included in these A/P reports.

If you have any questions on this, please contact Cyndi Urman or Farouk Fakira. The format of the check registers is limited to what is available from the city's MUNIS accounting system.

Attachments:

Attachment A – July and August 2016 Check Registers

07/08/2016 10:37 | CITY OF SAN CARLOS
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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
7138	07/08/2016	EFT	3 AARONSON DICKERSON COHN & LANZONE	616057-SB.R	06/27/2016		S070816	3,536.16
			Invoice: 616057-SB.R					
				3,536.16 S0113010 520312				
							7138 TOTAL:	3,536.16
7139	07/08/2016	EFT	5982 FIRST STUDENT-SAN MATEO	2601-0005	06/29/2016		S070816	3,556.99
			Invoice: 2601-0005					
				3,556.99 S0113010 522718				
							7139 TOTAL:	3,556.99
7140	07/08/2016	EFT	1495 GIGANTIC IDEA STUDIO	INV-2650	04/11/2016		S070816	4,307.57
			Invoice: INV-2650					
				4,307.57 S0113010 520604MF001				
							7140 TOTAL:	4,307.57
7141	07/08/2016	EFT	7624 KBA DOCUSYS INC	INV446039	06/20/2016		S070816	137.40
			Invoice: INV446039					
				137.40 S0113010 520215				
							7141 TOTAL:	137.40
7142	07/08/2016	EFT	6809 PRECISE PRINTING & MAILING	16634A	06/17/2016		S070816	3,047.82
			Invoice: 16634A					
				3,047.82 S0113010 520604				
							7142 TOTAL:	3,047.82
7143	07/08/2016	EFT	4688 RISK STRATEGIES COMPANY	855485	07/01/2016		S070816	44,899.00
			Invoice: 855485					
				44,899.00 S0113010 520710				
							7143 TOTAL:	44,899.00
7144	07/08/2016	EFT	5662 ROBERT HALF MANAGEMENT RESOURCES	46032989	06/21/2016		S070816	2,420.00
			Invoice: 46032989					
				2,420.00 S0113010 520307				
							7144 TOTAL:	2,420.00
7145	07/08/2016	EFT	725 CITY OF SAN CARLOS	10792	06/20/2016		S070816	2,248.02
			Invoice: 10792					
				2,248.02 S0113010 520107				

CASH ACCOUNT: S000 110020 WELLS FARGO BANK
 CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC				
		CHECK	7145 TOTAL:	2,248.02
7146 07/08/2016 EFT Invoice: 2016-05	5512 SOUTH BAY RECYCLING LLC 2016-05	06/15/2016 S070816	1,633,550.66	
	-33,636.91 S0113010 480033	SHOREWAY ENVIRONMENTAL CENTER		
	36,796.32 S0113010 522713	MRF 3RD PARTY PROCESSING FEE		
	-41,304.13 S0113010 522713	DISPOSAL & PROCESSING COSTS		
	72,651.54 S0113010 522717	DISPOSAL & PROCESSING COSTS		
	2,224.17 S0113010 520207	BUYBACK PAYMENTS		
	20,666.66 S0113010 520202	EQUIPMENT CHARGES		
	1,576,153.01 S0113010 522712	BANK FEES AND SERVICES OPERATOR COMPENSATION SBR		
		CHECK	7146 TOTAL:	1,633,550.66
7147 07/08/2016 EFT Invoice: IN90510507	3892 T324 INC IN90510507	07/01/2016 S070816	2,949.75	
	2,949.75 S0113010 520338	WEBSITE HOSTING & MAINT. WEBSITE SUPPORT		
		CHECK	7147 TOTAL:	2,949.75
7148 07/08/2016 PRD Invoice: SBW-15-02	7225 ANAERGIA SERVICES LLC SBW-15-02	06/30/2016 S070816	7,021.63	
	7,021.63 S0113010 520340	LONG RANGE PLAN LONG RANGE PLAN		
		CHECK	7148 TOTAL:	7,021.63
7149 07/08/2016 PRD Invoice: 061316-7146	776 AT&T 061316-7146	06/13/2016 S070816	436.05	
	436.05 S0113010 522714	SHOREWAY FACILITY COST SHOREWAY FACILITY COST		
		CHECK	7149 TOTAL:	436.05
7150 07/08/2016 PRD Invoice: 21648040	5412 BIRCH COMMUNICATIONS 21648040	06/20/2016 S070816	630.15	
	630.15 S0113010 520107	UTILITIES & PHONE UTILITIES & PHONE		
		CHECK	7150 TOTAL:	630.15
7151 07/08/2016 PRD Invoice: 64557	7504 E-RECYCLING OF CALIFORNIA 64557	06/17/2016 S070816	321.00	
	321.00 S0113010 522719	SHRED EVENT - HILLSBOROUGH SHRED EVENT SVCS (PASS THRU)		
		CHECK	7151 TOTAL:	321.00

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
				INVOICE DTL DESC				
7152	07/08/2016	PRTD	4477 GUARDIAN - BETHLEHEM	00748845-JULY 16	07/01/2016		S070816	1,283.83
			Invoice: 00748845-JULY 16					
				1,283.83 S0113010 512850	JULY 2016 PREMIUM			
					BENEFITS - GUARDIAN LIFE			
					CHECK		7152 TOTAL:	1,283.83
7153	07/08/2016	PRTD	7523 INFLOW COMMUNICATIONS	5801	06/22/2016		S070816	1,582.80
			Invoice: 5801					
				1,582.80 S0113010 520215	GOLD SUPPORT			
					OFFICE EQUIPMENT COSTS			
					CHECK		7153 TOTAL:	1,582.80
7154	07/08/2016	PRTD	7802 KBA DOSUSYS INC	3819784	06/25/2016		S070816	503.38
			Invoice: 3819784					
				503.38 S0113010 520215	OFFICE EQUIPMENT COST			
					OFFICE EQUIPMENT COSTS			
					CHECK		7154 TOTAL:	503.38
7155	07/08/2016	PRTD	233 NATURAL SETTINGS CORPORATION	103063	07/01/2016		S070816	510.00
			Invoice: 103063					
				510.00 S0113010 520201	OFFICE SUPPLIES			
					OFFICE SUPPLIES			
					CHECK		7155 TOTAL:	510.00
7156	07/08/2016	PRTD	7764 RC BENSON & SONS INC	15-7963-R2	05/24/2016		S070816	2,574.73
			Invoice: 15-7963-R2					
				2,574.73 S0113010 522714	SHOREWAY MAINTENANCE			
					SHOREWAY FACILITY COST			
			Invoice: 15-7963-4					
					05/24/2016		S070816	48,919.82
					MRF CANOPY & SHOREWAY FACILITY COST			
				33,071.23 S2251000 570300SF061	FACILITIES IMPROVEMENTS			
				15,848.59 S0113010 522714	SHOREWAY FACILITY COST			
					CHECK		7156 TOTAL:	51,494.55
7157	07/08/2016	PRTD	1688 REDWOOD CITY CHAMBER OF COMMERCE	3496	07/01/2016		S070816	375.00
			Invoice: 3496					
				375.00 S0113010 520501	MEMBERSHIP DUE FY 7/1/16-6/30/17			
					PROFESSIONAL DUES & MEMEBERSHS			
					CHECK		7157 TOTAL:	375.00
7158	07/08/2016	PRTD	7285 UNITED HEALTH CARE	0040847654	07/01/2016		S070816	2,854.35
			Invoice: 0040847654					
				2,854.35 S0113010 512830	JULY 2016 HEALTHCARE PYMT			
					BENEFITS - MEDICAL			

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CHECK	7158	TOTAL:	2,854.35
NUMBER OF CHECKS	21	*** CASH ACCOUNT TOTAL ***	1,767,666.11

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	11	67,012.74
TOTAL EFT'S	10	1,700,653.37

*** GRAND TOTAL *** 1,767,666.11

CP	<input checked="" type="checkbox"/>
ARP	<input checked="" type="checkbox"/>
EFT	<input checked="" type="checkbox"/>
Email	<input type="checkbox"/>

PREPARED BY: [Signature] DATE: 7/8/16
 APPROVED BY: [Signature] DATE: 7/8/16
 FUNDS TRANSFERRED BY: [Signature] DATE: 7/8/16

ACHS 70810001. TEXT
[Signature] 7/9/16

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE INV DATE PO CHECK RUN NET

		INVOICE DTL DESC				
7162	07/19/2016	WIRE	2223 THE BANK OF NEW YORK MELLON TRUST	AUG 2016 2009A	07/18/2016	343,571.85
		Invoice: AUG 2016 2009A		AUG 2016 2009A BOND PYMT		
		343,571.85 S011 114467		INVESTMENT BNY 2009AB INTEREST		

CHECK 7162 TOTAL: 343,571.85

7163	07/19/2016	WIRE	3622 WELLS FARGO PAYMENT REMITTANCE CT	062716	06/27/2016	9.09
		Invoice: 062716		CREDIT CARD PAYMENT		
		9.09 S0113010 520201		OFFICE SUPPLIES		

CHECK 7163 TOTAL: 9.09

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 343,580.94

	COUNT	AMOUNT
TOTAL WIRE TRANSFERS	2	343,580.94

*** GRAND TOTAL *** 343,580.94

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ARP	<input checked="" type="checkbox"/>
EFT	<input checked="" type="checkbox"/>
Email	<input type="checkbox"/>

PREPARED BY: [Signature] DATE: 7/19/16

APPROVED BY: [Signature] DATE: 7/19/16

FUNDS TRANSFERRED BY: _____ DATE: _____

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
7177	07/21/2016	VOID	4477 GUARDIAN - BETHLEHEM		00748845-JULY 16	07/01/2016			-1,283.83
	Invoice: 00748845-JULY 16					JULY 2016 PREMIUM			
					-1,283.83 S0113010 512850	BENEFITS - GUARDIAN LIFE			
						CHECK	7177	TOTAL:	-1,283.83
7189	07/21/2016	VOID	7285 UNITED HEALTH CARE		0040847654	07/01/2016			-2,854.35
	Invoice: 0040847654					JULY 2016 HEALTHCARE PYMT			
					-2,854.35 S0113010 512830	BENEFITS - MEDICAL			
						CHECK	7189	TOTAL:	-2,854.35
					NUMBER OF CHECKS	2		*** CASH ACCOUNT TOTAL ***	-4,138.18
						COUNT		AMOUNT	
					TOTAL VOIDED CHECKS	2		4,138.18	
								*** GRAND TOTAL ***	-4,138.18

Voided
by 7/21/16.

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ARP	<input checked="" type="checkbox"/>
EFT	<input checked="" type="checkbox"/>
Email	<input type="checkbox"/>

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
7164	07/21/2016	EFT	5556 BFI OF CALIFORNIA INC	4227-000044451	06/30/2016		S072116	762,483.02
			Invoice: 4227-000044451					
			762,483.02 S0113010 522713					
			BFI OF CALIFORNIA INC	4227-000044512	06/30/2016		S072116	1,064.33
			Invoice: 4227-000044512					
			1,064.33 S0113010 522716					
							CHECK	7164 TOTAL:
								763,547.35
7165	07/21/2016	EFT	152 BROWNING FERRIS IND OF CA	4278-1000002529	05/31/2016		S072116	230,601.26
			Invoice: 4278-1000002529					
			230,601.26 S0113010 522713					
			BROWNING FERRIS IND OF CA	4278-1000002620	06/30/2016		S072116	211,926.14
			Invoice: 4278-1000002620					
			211,926.14 S0113010 522713					
							CHECK	7165 TOTAL:
								442,527.40
7166	07/21/2016	EFT	8061 LANALERT, INC.	0494	07/12/2016		S072116	6,471.51
			Invoice: 0494					
			6,471.51 S0113010 520334					
							CHECK	7166 TOTAL:
								6,471.51
7167	07/21/2016	EFT	1278 LOCAL GOVERNMENT SERVICES	2277	06/30/2016		S072116	3,535.72
			Invoice: 2277					
			-14,500.00 S0113010 520306					
			678.00 S0113010 512810					
			466.67 S0113010 512830					
			946.33 S0113010 520337					
			11,683.12 S0113010 520306					
			172.12 S0113010 512801					
			1,675.00 S0113010 512830					
			134.93 S0113010 512850					
			26.16 S0113010 512850					
			20.44 S0113010 512850					
			23.36 S0113010 512850					
			29.16 S0113010 512825					
			1,616.94 S0113010 512825					
			20.78 S0113010 512850					
			400.00 S0113010 511830					
			59.37 S0113010 520201					
			83.34 S0113010 520105					
							CHECK	7167 TOTAL:
								3,535.72

CASH ACCOUNT: S000 110020 WELLS FARGO BANK
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CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
7168	07/21/2016	EFT	3089 R3 CONSULTING GROUP INC	7891	07/01/2016		S072116	2,500.00
				2,500.00 S0113010 520508	BRR ORDINANCE SUPPORT RECYCLING PERMIT EXPENSE			
			Invoice: 7873	R3 CONSULTING GROUP INC	7873	07/01/2016	S072116	3,640.00
				3,640.00 S0113010 520309HCM01	FINANCIAL AUDIT BUSINESS CONSULTANT (HFH)			
			Invoice: 7890	R3 CONSULTING GROUP INC	7890	07/01/2016	S072116	1,380.00
				1,380.00 S0113010 520604COE01	COMMERCIAL OUTREACH PUBLIC EDUCATION/OUTREACH/WORK			
			Invoice: 7895	R3 CONSULTING GROUP INC	7895	07/07/2016	S072116	4,375.00
				4,375.00 S0113010 520309HCS02	FRANCHISE ADMIN BUSINESS CONSULTANT (HFH)			
					CHECK		7168 TOTAL:	11,895.00
7169	07/21/2016	EFT	5662 ROBERT HALF MANAGEMENT RESOURCES	46139234	07/06/2016		S072116	1,815.00
				1,815.00 S0113010 520307	RATE REVIEW RATE REVIEW (HFH)			
			Invoice: 46084304	ROBERT HALF MANAGEMENT RESOURCES	46084304	06/28/2016	S072116	2,420.00
				2,420.00 S0113010 520307	RATE REVIEW RATE REVIEW (HFH)			
			Invoice: 46186417	ROBERT HALF MANAGEMENT RESOURCES	46186417	07/12/2016	S072116	1,936.00
				1,936.00 S0113010 520307	RATE REVIEW RATE REVIEW (HFH)			
					CHECK		7169 TOTAL:	6,171.00
7170	07/21/2016	EFT	725 CITY OF SAN CARLOS	198304	07/05/2016		S072116	34,987.50
				34,987.50 S0113010 520310	ACCOUNTING SERVICES ACCOUNTING SERVICES			
					CHECK		7170 TOTAL:	34,987.50
7171	07/21/2016	EFT	725 CITY OF SAN CARLOS	198303	07/01/2016		S072116	34,132.50
				34,132.50 S0113010 520310	ACCOUNTING SVCS ACCOUNTING SERVICES			
			Invoice: 10794	CITY OF SAN CARLOS	10794	06/29/2016	S072116	374.33
				374.33 S0113010 520202	BANK FEES BANK FEES AND SERVICES			
			Invoice: 10803	CITY OF SAN CARLOS	10803	06/30/2016	S072116	74.56
					POSTAGE			

CASH ACCOUNT: S000 110020 WELLS FARGO BANK
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
				74.56	S0113010	520204	INVOICE DTL DESC	
							PRINTING AND POSTAGE	
Invoice: 10799			CITY OF SAN CARLOS	10799	06/30/2016		S072116	4,455.61
				4,455.61	S0113010	520203	RENT	
							RENT	
Invoice: 79950613			CITY OF SAN CARLOS	79950613	07/05/2016		S072116	4,570.56
				4,570.56	S0113010	520203	RENT	
							RENT	
							CHECK	7171 TOTAL:
								43,607.56
7172 07/21/2016 EFT			5558 ZANKER ROAD RESOURCE MANAGEMENT L	201606382	06/30/2016		S072116	202,848.46
Invoice: 201606382				202,848.46	S0113010	522713	DISPOSAL PROCESSING COST	
							DISPOSAL & PROCESSING COSTS	
Invoice: 201605390			ZANKER ROAD RESOURCE MANAGEMENT L	201605390	05/31/2016		S072116	203,930.72
				203,930.72	S0113010	522713	DISPOSAL PROCESSING COST	
							DISPOSAL & PROCESSING COSTS	
							CHECK	7172 TOTAL:
								406,779.18
7173 07/21/2016 PRD			88 READYREFRESH BY NESTLE	06G0028452035	07/08/2016		S072116	2.92
Invoice: 06G0028452035				2.92	S0113010	520201	OFFICE SUPPLIES	
							OFFICE SUPPLIES	
							CHECK	7173 TOTAL:
								2.92
7174 07/21/2016 PRD			5326 ASCENT ENVIRONMENTAL INC	16010051.01-1	07/12/2016		S072116	5,040.00
Invoice: 16010051.01-1				5,040.00	S0113010	520311	EAR'S 2015 MA REPORTS	
							CIWMB ANNUAL REPORTS	
							CHECK	7174 TOTAL:
								5,040.00
7175 07/21/2016 PRD			5640 BIO FUEL SYSTEMS INC	061604	07/01/2016		S072116	8,437.95
Invoice: 061604				8,437.95	S0113010	522713	DISPOSAL	
							DISPOSAL & PROCESSING COSTS	
							CHECK	7175 TOTAL:
								8,437.95
7176 07/21/2016 PRD			655 GRAINGER	9157758658	06/30/2016		S072116	48,765.26
Invoice: 9157758658				48,765.26	S2251000	570300SF068	LED LIGHTING	
							FACILITIES IMPROVEMENTS	
Invoice: 9157758666			GRAINGER	9157758666	06/30/2016		S072116	4,112.93
				4,112.93	S2251000	570300SF068	LED LIGHTING	
							FACILITIES IMPROVEMENTS	

CASH ACCOUNT: S000 110020 WELLS FARGO BANK
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
Invoice: 9159666652			GRAINGER	9159666652	06/30/2016		S072116	2,099.97
				2,099.97 S2251000 570300SF068	LED LIGHTING FACILITIES IMPROVEMENTS			
Invoice: 9158666660			GRAINGER	9158666660	06/30/2016		S072116	28,043.46
				28,043.46 S2251000 570300SF068	LED LIGHTING FACILITIES IMPROVEMENTS			
					CHECK		7176 TOTAL:	83,021.62
7177 07/21/2016 PRTD	4477		GUARDIAN - BETHLEHEM	00748845-JULY 16	07/01/2016		S072116	1,283.83
Invoice: 00748845-JULY 16				1,283.83 S0113010 512850	JULY 2016 PREMIUM BENEFITS - GUARDIAN LIFE			
					CHECK		7177 TOTAL:	1,283.83
7178 07/21/2016 PRTD	1991		MULTIBAG	053712	06/30/2016		S072116	15,050.00
Invoice: 053712				15,050.00 S0113010 520604COE02	COMMERCIAL RECYCLING CONTAINERS PUBLIC EDUCATION/OUTREACH/WORK			
					CHECK		7178 TOTAL:	15,050.00
7179 07/21/2016 PRTD	5557		RECOLOGY BLOSSOM VALLEY ORGANICS-	160630	07/05/2016		S072116	156,168.48
Invoice: 160630				156,168.48 S0113010 522713	DISPOSAL DISPOSAL & PROCESSING COSTS			
					CHECK		7179 TOTAL:	156,168.48
7180 07/21/2016 PRTD	6667		RG CREATIONS INC	14090	07/11/2016		S072116	656.50
Invoice: 14090				656.50 S0113010 522713	SHOREWAY FACILITY COST DISPOSAL & PROCESSING COSTS			
					CHECK		7180 TOTAL:	656.50
7181 07/21/2016 PRTD	694		SAN CARLOS CHAMBER OF COMMERCE	101690	07/13/2016		S072116	297.00
Invoice: 101690				297.00 S0113010 520501	PROFESSIONAL DUES & MEMBERSHIPS PROFESSIONAL DUES & MEMEBERSHS			
					CHECK		7181 TOTAL:	297.00
7182 07/21/2016 PRTD	680		SAN MATEO COUNTY-HR DEPT	SBWMA-FY1601	06/29/2016		S072116	4,010.00
Invoice: SBWMA-FY1601				4,010.00 S0113010 520328	EMPLOYEE RECRUITMENT EMPLOYEE RECRUITMENT/HR SUPPO			

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CITY OF SAN CARLOS
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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
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								4,010.00
								7182 TOTAL:
7183	07/21/2016	PRTD	5875 SCAPES INC	16406	06/30/2016		S072116	315.00
		Invoice: 16406		315.00	S0113010	522714	SHOREWAY MAINTENANCE SHOREWAY FACILITY COST	
								315.00
								7183 TOTAL:
7184	07/21/2016	PRTD	3022 SCS ENGINEERS	0280611	06/30/2016		S072116	2,280.00
		Invoice: 0280611		2,280.00	S0113010	520608	CLIMATE REGISTRY CLIMATE CHANGE POLICY OPTIONS	
		Invoice: 00280610						
		SCS ENGINEERS		00280610	06/30/2016		S072116	1,864.00
				1,864.00	S0113010	520309HCS02	FRANCHISE ADMIN BUSINESS CONSULTANT (HFH)	
								1,864.00
								7184 TOTAL:
7185	07/21/2016	PRTD	4519 SHRED-IT USA LLC	9411361237	07/01/2016		S072116	117.30
		Invoice: 9411361237		117.30	S0113010	520201	OFFICE SUPPLIES OFFICE SUPPLIES	
								117.30
								7185 TOTAL:
7186	07/21/2016	PRTD	3474 SLOAN VAZQUEZ LLC	SBWMA-066	07/07/2016		S072116	30,040.00
		Invoice: SBWMA-066		11,265.00	S0113010	520309HCM01	COLLECTION SVCS BUSINESS CONSULTANT (HFH)	
				18,775.00	S0113010	520309HCS02	BUSINESS CONSULTANT (HFH)	
								30,040.00
								7186 TOTAL:
7187	07/21/2016	PRTD	8062 SURE-CLOSE INC.	2029	07/12/2016		S072116	14,220.00
		Invoice: 2029		14,220.00	S0113010	520604COE02	MFD ORGANICS CONTAINERS PUBLIC EDUCATION/OUTREACH/WORK	
								14,220.00
								7187 TOTAL:
7188	07/21/2016	PRTD	44 TYLER TECHNOLOGIES INC	045-164974	07/01/2016		S072116	250.00
		Invoice: 045-164974		250.00	S0113010	520201	OFFICE SUPPLIES OFFICE SUPPLIES	
								250.00
								7188 TOTAL:

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
 CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

7189 07/21/2016 PRD 7285 UNITED HEALTH CARE 0040847654 07/01/2016 S072116 2,854.35
 Invoice: 0040847654
 2,854.35 S0113010 512830 JULY 2016 HEALTHCARE PYMT BENEFITS - MEDICAL
 CHECK 7189 TOTAL: 2,854.35

7190 07/21/2016 PRD 5533 WM CURBSIDE LLC 0000324-2960-7 07/01/2016 S072116 54,844.04
 Invoice: 0000324-2960-7
 54,844.04 S0113010 522710 HHW COLLECTION SVCS HHW COLLECTION SERVICE
 CHECK 7190 TOTAL: 54,844.04

NUMBER OF CHECKS 27 *** CASH ACCOUNT TOTAL *** 2,100,275.21

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	18	380,752.99
TOTAL EFT'S	9	1,719,522.22

*** GRAND TOTAL *** 2,100,275.21

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EFT	<input checked="" type="checkbox"/>
Email	<input checked="" type="checkbox"/>

PREPARED BY: [Signature] DATE: 7/21/16

APPROVED BY: [Signature] DATE: 7/21/16

FUNDS TRANSFERRED BY: [Signature] DATE: 7/21/16

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
7191	08/04/2016	EFT	3 AARONSON DICKERSON COHN & LANZONE	716055-SB R	07/26/2016		S080416	1,518.75
			Invoice: 716055-SB R		6/28/16 - 7/25/16		PROFESSIONAL SERVICES BOARD COUNSEL	
				1,518.75 S0113010 520312				
						CHECK	7191 TOTAL:	1,518.75
7192	08/04/2016	EFT	5556 BFI OF CALIFORNIA INC	4227-0000044151	05/31/2016		S080416	779,924.60
			Invoice: 4227-0000044151				DISPOSAL PROCESSING COST MAY 2016	
				779,924.60 S0113010 522713			DISPOSAL & PROCESSING COSTS	
						CHECK	7192 TOTAL:	779,924.60
7193	08/04/2016	EFT	7624 KBA DOCUSYS INC	INV453698	07/18/2016		S080416	104.08
			Invoice: INV453698				OFFICE EQUIPT CONTRACT	
				104.08 S0113010 520215			OFFICE EQUIPMENT COSTS	
						CHECK	7193 TOTAL:	104.08
7194	08/04/2016	EFT	1278 LOCAL GOVERNMENT SERVICES	ADV 9-2016	07/25/2016		S080416	14,500.00
			Invoice: ADV 9-2016				ADVANCE FOR SEPT 2016 SERVICES	
				14,500.00 S0113010 520306			AB939 PROGRAM STAFF	
						CHECK	7194 TOTAL:	14,500.00
7195	08/04/2016	EFT	5446 RECOLOGY SAN MATEO COUNTY	062816	06/28/2016		S080416	55,422.00
			Invoice: 062816				9/28/15-11/20/15 SPLIT BODY PILOT PROG	
				55,422.00 S0113010 520340			LONG RANGE PLAN	
						CHECK	7195 TOTAL:	55,422.00
7196	08/04/2016	EFT	5662 ROBERT HALF MANAGEMENT RESOURCES	46236385	07/19/2016		S080416	2,420.00
			Invoice: 46236385				WE 071516 D'AMATO, F	
				2,420.00 S0113010 520307			RATE REVIEW (HFH)	
						CHECK	7196 TOTAL:	2,420.00
7197	08/04/2016	EFT	725 CITY OF SAN CARLOS	10846	06/30/2016		S080416	382.37
			Invoice: 10846				JUNE 2016 WELLS FARGO BANK FEES	
				382.37 S0113010 520202			BANK FEES AND SERVICES	
			Invoice: 10858				APR-JUN 16 LIBRARY UTILITY & JANITORIAL CHARGES	2,304.20
				2,304.20 S0113010 520107			UTILITIES & PHONE	
			Invoice: 10855				JAN-MAR 2016 LIBRARY UTILITY & JANITORIAL CHARGES	2,093.41

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
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CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
				2,093.41 S0113010 520107				
					INVOICE DTL DESC			
							UTILITIES & PHONE	
							CHECK 7197 TOTAL:	4,779.98
7198	08/04/2016	EFT	5512 SOUTH BAY RECYCLING LLC	2016-06	06/30/2016		S080416	1,670,020.58
			Invoice: 2016-06		JUN		2016 SHOREWAY OPERATIONS	
			-35,583.23 S0113010 480033				MRF 3RD PARTY PROCESSING FEE	
			36,297.97 S0113010 522713				DISPOSAL & PROCESSING COSTS	
			-38,698.16 S0113010 522713				DISPOSAL & PROCESSING COSTS	
			80,293.03 S0113010 522717				BUYBACK PAYMENTS	
			2,224.17 S0113010 520207				EQUIPMENT CHARGES	
			52,115.68 S0113010 522714				SHOREWAY FACILITY COST	
			19,176.12 S0113010 520202SHORE				BANK FEES AND SERVICES	
			1,554,195.00 S0113010 522712				OPERATOR COMPENSATION SBR	
							CHECK 7198 TOTAL:	1,670,020.58
7199	08/04/2016	PRTD	776 AT&T	6505967146704-071316	07/13/2016		S080416	436.95
			Invoice: 6505967146704-071316		JUL		13 THRU AUG 12 MONTHLY SERVICE	
			436.95 S0113010 522714				SHOREWAY FACILITY COST	
							CHECK 7199 TOTAL:	436.95
7200	08/04/2016	PRTD	5412 BIRCH COMMUNICATIONS	21874762	07/20/2016		S080416	630.15
			Invoice: 21874762		7/21/16		THRU 8/20/16 SERVICES	
			630.15 S0113010 520107				UTILITIES & PHONE	
							CHECK 7200 TOTAL:	630.15
7201	08/04/2016	PRTD	2204 CAW	39TH ANNUAL CAW	07/27/2016		S080416	2,000.00
			Invoice: 39TH ANNUAL CAW				SPONSORSHIP OF 39TH ANNUAL CAW BIRTHDAY PARTY	
			2,000.00 S0113010 520511				SPONSORSHIP AND DONATIONS	
							CHECK 7201 TOTAL:	2,000.00
7202	08/04/2016	PRTD	8089 CELINE YANG	INTER SUMMER 2016	06/30/2016		S080416	500.00
			Invoice: INTER SUMMER 2016				INTERNSHIP SUMMER 2016 STIPEND	
			500.00 S0113010 522718				EDUCATION CENTER OPERATIONS	
							CHECK 7202 TOTAL:	500.00
7203	08/04/2016	PRTD	655 GRAINGER	9172675507	07/21/2016		S080416	6,969.16
			Invoice: 9172675507				SHOREWAY LED LIGHTING	
			6,969.16 S2251000 570300SF068				FACILITIES IMPROVEMENTS	

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
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INVOICE DTL DESC

7204 08/04/2016 PRTD 5928 FAUSTINA MUTUTA 072716 FM 07/27/2016 S080416 65.55
Invoice: 072716 FM 65.55 S0113010 522718 REIMB ED CENTER SUPPLIES
EDUCATION CENTER OPERATIONS

CHECK 7203 TOTAL: 6,969.16

CHECK 7204 TOTAL: 65.55

NUMBER OF CHECKS 14 *** CASH ACCOUNT TOTAL *** 2,539,291.80

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	6	10,601.81
TOTAL EFT'S	8	2,528,689.99

*** GRAND TOTAL *** 2,539,291.80

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APPROVED BY: [Signature] DATE: 8/4/16
FUNDS TRANSFERRED BY: [Signature] DATE: 8/4/16
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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
7206	08/18/2016	EFT	1419 THE OFFICE CITY	IN-1372570	08/02/2016		S081816	77.37
			Invoice: IN-1372570					
				77.37 S0113010 520201				
			THE OFFICE CITY	IN-1372933	08/03/2016		S081816	261.58
			Invoice: IN-1372933					
				261.58 S0113010 520201				
							CHECK	7206 TOTAL:
								338.95
7207	08/18/2016	EFT	5662 ROBERT HALF MANAGEMENT RESOURCES	46286143	07/26/2016		S081816	2,420.00
			Invoice: 46286143					
				2,420.00 S0113010 520307				
							CHECK	7207 TOTAL:
								2,420.00
7208	08/18/2016	EFT	725 CITY OF SAN CARLOS	79951201	08/01/2016		S081816	4,570.56
			Invoice: 79951201					
				4,570.56 S0113010 520203				
							CHECK	7208 TOTAL:
								4,570.56
7209	08/18/2016	PRTD	5326 ASCENT ENVIRONMENTAL INC	16010051.01-2	07/28/2016	3262	S081816	8,236.25
			Invoice: 16010051.01-2					
				8,236.25 S0113010 520311				
							CHECK	7209 TOTAL:
								8,236.25
7210	08/18/2016	PRTD	6226 COSCO FIRE PROTECTION INC	1000328872	07/14/2016		S081816	3,850.00
			Invoice: 1000328872					
				3,850.00 S0113010 522714				
							CHECK	7210 TOTAL:
								3,850.00
7211	08/18/2016	PRTD	7802 KBA DOSUSYS INC	3873766	07/25/2016		S081816	503.38
			Invoice: 3873766					
				503.38 S0113010 520215				
							CHECK	7211 TOTAL:
								503.38
7212	08/18/2016	PRTD	7177 S GRONER ASSOCIATES INC	1807	08/10/2016		S081816	3,367.46
			Invoice: 1807					
				444.50 S0113010 520604HHWUW				
				2,922.96 S0113010 520340				
			S GRONER ASSOCIATES INC	1773	08/11/2016	1961	S081816	5,080.00

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
 CHECK NO CHK DATE TYPE VENDOR NAME

INVOICE INV DATE PO CHECK RUN NET

Invoice: 1773

INVOICE DTL DESC

5,080.00 S0113010 520604COE01 AB 1826 OUTREACH
 PUBLIC EDUCATION/OUTREACH/WORK
 CHECK 7212 TOTAL: 8,447.46

7213 08/18/2016 PR TD 680 SAN MATEO COUNTY-HR DEPT SBWMA-FY1601 06/29/2016 S081816 4,010.00
 Invoice: SBWMA-FY1601 EMPLOYEE RECRUITMENT
 4,010.00 S0113010 520328 EMPLOYEE RECRUITMENT/HR SUPPO
 CHECK 7213 TOTAL: 4,010.00

7214 08/18/2016 PR TD 5875 SCAPES INC 16542 07/31/2016 S081816 489.00
 Invoice: 16542 JULY 2016 SHOREWAY MAINT
 489.00 S0113010 522714 SHOREWAY FACILITY COST
 CHECK 7214 TOTAL: 489.00

7215 08/18/2016 PR TD 3334 SERVICE PRESS INC 47093 07/29/2016 S081816 344.58
 Invoice: 47093 OFFICE SUPPLIES
 344.58 S0113010 520201 OFFICE SUPPLIES
 CHECK 7215 TOTAL: 344.58

NUMBER OF CHECKS 10 *** CASH ACCOUNT TOTAL *** 33,210.18

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	7	25,880.67
TOTAL EFT'S	3	7,329.51

*** GRAND TOTAL ***

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33,210.18	

PREPARED BY: [Signature] DATE: 8/18/16
 APPROVED BY: [Signature] DATE: 8/18/16
 FUNDS TRANSFERRED BY: [Signature] DATE: 8/18/16

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
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INVOICE INV DATE PO CHECK RUN NET

		INVOICE DTL DESC					
7216	08/23/2016	WIRE	2223 THE BANK OF NEW YORK MELLON TRUST	SEPT 2016	2009A	08/22/2016	343,626.04
		Invoice: SEPT 2016 2009A					
		343,626.04	S011	114467	SEPT 2016 2009A BOND PYMT INVESTMENT BNY 2009AB INTEREST		
				CHECK	7216	TOTAL:	343,626.04
NUMBER OF CHECKS		1	*** CASH ACCOUNT TOTAL ***				343,626.04
			COUNT	AMOUNT			
TOTAL WIRE TRANSFERS		1	343,626.04				
				*** GRAND TOTAL ***			343,626.04

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Email	_____

PREPARED BY: [Signature] DATE: 8/23/16
 APPROVED BY: [Signature] DATE: 8/23/16
 FUNDS TRANSFERRED BY: [Signature] DATE: 8/23/16
[Signature] 8/15/16

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CASH ACCOUNT: S000 110020 WELLS FARGO BANK
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	INVOICE	INV DATE	PO	CHECK RUN	NET
7217	08/25/2016	EFT	3280 BETTER SOURCE LIQUIDATORS	24199	08/24/2016		S082516	3,270.00
Invoice: 24199				3,270.00	S0113010	520215	FURNITURE FOR EXECUTIVE DIRECTOR'S OFFICE OFFICE EQUIPMENT COSTS	
CHECK 7217 TOTAL:								3,270.00
NUMBER OF CHECKS				1	*** CASH ACCOUNT TOTAL ***			3,270.00
					COUNT	AMOUNT		
TOTAL EFT'S					1	3,270.00		
*** GRAND TOTAL ***								3,270.00

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ARP	<input checked="" type="checkbox"/>
EFT	<input checked="" type="checkbox"/>
Email	_____

PREPARED BY: [Signature] DATE: 8/25/16
 APPROVED BY: [Signature] DATE: 8/25/16
 FUNDS TRANSFERRED BY: [Signature] DATE: 8/25/16
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STAFF UPDATE

Potential Future Board Agenda Items (Meetings at San Carlos Library Conference Room)

October 27, 2016

- Status Report on Zero Landfill Working Group
- Approval of 2017 Merit Increase Pool for Unrepresented Employees
- Quarterly update on Technical Consulting Contracts
- Quarterly Status Update on Commercial Recycling Hauler Reporting System Ordinance
- SBR Management Staffing Gaps Discussion
- Discussion on whether Annual Operations and Financial Audits are needed annually
- HHW Program Contract-renewal or cancellation

November 17*, 2016 (*Third Thursday due to Thanksgiving Holiday)

- Approval of 2017 Board Meeting Calendar
- Approval of Executive Director's Goals for FY16/17
- Update on Franchise Agreement Negotiations
- SBWMA Legislative and Regulatory Priorities for 2017
- Approval of Executive Director's Goals for 2017
- Approval of 2017 Public Education Plan
- Discussion on VRS Contract with South Bay Recycling
- Discussion on termination of Recology San Mateo County's Third Party Ton Agreement with South Bay Recycling

December, 2016 – No Board Meeting