



# INFORMATIONAL ITEMS ONLY

## STAFF UPDATE

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To: SBWMA Board Members  
From: Farouk Fakira, Finance Manager  
Date: June 23, 2016 Board of Directors Meeting  
Subject: 2016 Finance and Rate Setting Calendar

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### 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
- Recology's 2017 Compensation Application due to the SBWMA and Member Agencies *(June 15)*. SBWMA and Member Agency comments are due to Recology on its 2016 Compensation Application *(June 29)*.
- 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.
- SBR's 2017 Compensation Application due to the SBWMA *(July 1)*.
- Recology revised 2017 Compensation Application due to SBWMA & Member Agencies *(July 22)*.
- 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.

- Estimated collected tonnage for 2016 and 2017.
- Residential rates vs cost analysis.
- Estimated residential revenue changes due to cart migration (i.e., lost revenue) by Member Agency since July 2015.
- Summary of 2017 Member Agency fees to be used in the 2017 cost projections based on Member Agency feedback.

#### **August 2016**

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

#### **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 2017 SBWMA financial projection with assumed tip fee and cash reserve balances).



## STAFF REPORT

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To: SBWMA Board Members  
From: Farouk Fakira, Finance Manger  
Date: June 23, 2016 Board of Directors Meeting  
Subject: Check Register for May 2016

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### 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 May 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 May 2016 was \$3,167,677.77 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 – May 2016 Check Registers

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CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL SBWMA

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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	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
----- INVOICE DTL DESC -----									
7060	05/13/2016	WIRE	3622 WELLS FARGO PAYMENT	042716		04/27/2016			1,899.64
			Invoice: 042716			CREDIT CARD PAYMENT			
					4.00 S0113010 520604RES01	PUBLIC EDUCATION/OUTREACH/WORK			
					1,858.11 S0113010 522718	EDUCATION CENTER OPERATIONS			
					9.09 S0113010 520201	OFFICE SUPPLIES			
					28.44 S0113010 520503	CONFERENCES & MEETINGS			
						CHECK	7060 TOTAL:		1,899.64
7061	05/13/2016	EFT	3 AARONSON DICKERSON C	416053-SBR		04/25/2016	S051316		1,036.39
			Invoice: 416053-SBR			APRIL 2016 SERVICES			
					1,036.39 S0113010 520312	BOARD COUNSEL			
						CHECK	7061 TOTAL:		1,036.39
7062	05/13/2016	EFT	7624 KBA DOCUSYS INC	INV429315		04/19/2016	S051316		165.76
			Invoice: INV429315			CONTRACT BASE FEE AND OVRAGE CHG			
					165.76 S0113010 520215	OFFICE EQUIPMENT COSTS			
						CHECK	7062 TOTAL:		165.76
7063	05/13/2016	EFT	1278 LOCAL GOVERNMENT SER	ADV6-2016		04/25/2016	S051316		14,500.00
			Invoice: ADV6-2016			JUN 2016 ADVANCE			
					14,500.00 S0113010 520306	AB939 PROGRAM STAFF			
						CHECK	7063 TOTAL:		14,500.00
7064	05/13/2016	EFT	3089 R3 CONSULTING GROUP	7817		05/03/2016 2430	S051316		17,345.00
			Invoice: 7817			APR 2016 AUDITING PROJECT 2015			
					17,345.00 S0113010 520309HCS02	BUSINESS CONSULTANT (HFH)			
						7812	S051316		13,265.00
			Invoice: 7812			APR 2016 COMM RECYCL BENCHMARK RS			
					13,265.00 S0113010 520604COE01	PUBLIC EDUCATION/OUTREACH/WORK			
						7810	S051316		6,747.50
			Invoice: 7810			APR 2016 FINANCIAL SYS AUDIT 2015			
					6,747.50 S0113010 520309HCM01	BUSINESS CONSULTANT (HFH)			
						CHECK	7064 TOTAL:		37,357.50
7065	05/13/2016	EFT	5446 RECOLOGY SAN MATEO C	3312016PRJ74		05/04/2016	S051316		230.00
			Invoice: 3312016PRJ74			REIMB-FIRE SYSTEM INSPECTION			
					230.00 S0113010 522714	SHOREWAY FACILITY COST			
						1312016PRJ67	S051316		660.00
			Invoice: 1312016PRJ67			REIM-AC LEAK REPAIR			

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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			
				660.00	S0113010 522714	SHOREWAY FACILITY COST			
Invoice: 3312016PRJ72					3312016PRJ72	05/03/2016		S051316	1,581.80
				1,581.80	S0113010 522714	REIMB -5 YR FIRE SYS INSPECT			
						SHOREWAY FACILITY COST			
						CHECK	7065	TOTAL:	2,471.80
7066	05/13/2016	EFT	4688 COHN-REID-ONEILL		772168	02/01/2016		S051316	44,899.00
Invoice: 772168						QTRLY PROPERTY INS PYMT			
				44,899.00	S0113010 520710	INSURANCE SHOREWAY			
						CHECK	7066	TOTAL:	44,899.00
7067	05/13/2016	EFT	725 CITY OF SAN CARLOS		79950612	04/28/2016		S051316	4,455.61
Invoice: 79950612						MAY 2016 LIBRARY RENT			
				4,455.61	S0113010 520203	RENT			
						CHECK	7067	TOTAL:	4,455.61
7068	05/13/2016	PRTD	7722 CAL-WEST PLUMBING		63889	05/03/2016		S051316	4,645.00
Invoice: 63889						SEWER LINE EN-ROUTE IN TUNNEL			
				4,645.00	S0113010 522714	SHOREWAY FACILITY COST			
Invoice: 63888					63888	05/03/2016		S051316	2,875.00
				2,875.00	S0113010 522714	FIRE SPRINKLER SUPPORT			
						SHOREWAY FACILITY COST			
						CHECK	7068	TOTAL:	7,520.00
7069	05/13/2016	PRTD	6226 COSCO FIRE PROTECTIO		1000318118	03/25/2016		S051316	500.00
Invoice: 1000318118						MAR 2016-QUARTERLY INSPECTION			
				500.00	S0113010 522714	SHOREWAY FACILITY COST			
						CHECK	7069	TOTAL:	500.00
7070	05/13/2016	PRTD	7504 E-RECYCLING OF CALIF		63730	04/29/2016		S051316	179.25
Invoice: 63730						COLLECTION EVENT-MENLO PARK			
				179.25	S0113010 522719	SHRED EVENT SVCS (PASS THRU)			
Invoice: 63582					63582	04/29/2016		S051316	132.58
				132.58	S0113010 522719	SHRED EVENT-BELMONT			
						SHRED EVENT SVCS (PASS THRU)			
						CHECK	7070	TOTAL:	311.83

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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
7071	05/13/2016	PRTD	3581 HILARY GANS		050416	05/04/2016		S051316	1,982.73
			Invoice: 050416			EXPENSE REIMB 2/2-4/8/16			
				76.45	S0113010 520503	CONFERENCES & MEETINGS			
				1,755.92	S0113010 522706	COMPUTER PURCHASE FOR OFFICE			
				150.36	S0113010 520105	CELL PHONES			
						CHECK		7071 TOTAL:	1,982.73
7072	05/13/2016	PRTD	1496 HF&H CONSULTANTS LLC		9713971	04/27/2016	2564	S051316	540.00
			Invoice: 9713971			MAR 2016 SOLID WASTE RATE SURVEY			
				540.00	S0113010 520309HDV01	BUSINESS CONSULTANT (HFH)			
						CHECK		7072 TOTAL:	540.00
7073	05/13/2016	PRTD	7802 KBA DOSUSYS INC		3712364	04/25/2016		S051316	547.59
			Invoice: 3712364			COPIER RENTAL FEE			
				547.59	S0113010 520215	OFFICE EQUIPMENT COSTS			
						CHECK		7073 TOTAL:	547.59
7074	05/13/2016	PRTD	2426 MAZE & ASSOCIATES IN		18860	04/26/2016		S051316	2,400.00
			Invoice: 18860			MAR 2016 YEAR END AUDIT SVS			
				2,400.00	S0113010 520301	AUDIT SERVICES			
						CHECK		7074 TOTAL:	2,400.00
7075	05/13/2016	PRTD	4383 MARSHALL MORAN		01	04/29/2016	2674	S051316	3,330.00
			Invoice: 01			JAN 2016 FINANCIAL ANALYSIS			
				3,330.00	S0113010 520309HFM01	BUSINESS CONSULTANT (HFH)			
						CHECK		7075 TOTAL:	3,330.00
7076	05/13/2016	PRTD	747 SAN MATEO DAILY JOUR		043016	04/30/2016		S051316	1,914.00
			Invoice: 043016			APR 2016 AD SVS			
				1,914.00	S0113010 522718	EDUCATION CENTER OPERATIONS			
						CHECK		7076 TOTAL:	1,914.00
7077	05/13/2016	PRTD	747 SAN MATEO DAILY JOUR		02688965-001	04/30/2016		S051316	432.97
			Invoice: 02688965-001			NOTICE TO CONTRATOR/LATE FEES			
				432.97	S0113010 520504	PUBLICATIONS			
						CHECK		7077 TOTAL:	432.97

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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

7078 05/13/2016 PRD 5875 SCAPES INC 16268 04/30/2016 S051316 1,084.67  
 Invoice: 16268 1,084.67 S0113010 522714 APR 2016 MAINTENANCE SHOREWAY FACILITY COST  
 CHECK 7078 TOTAL: 1,084.67

7079 05/13/2016 PRD 3022 SCS ENGINEERS 0272229 01/31/2016 S051316 2,047.50  
 Invoice: 0272229 2,047.50 S0113010 520309HCS02 JAN 2016 CALL CENTER MONITORING BUSINESS CONSULTANT (HFH)  
 CHECK 7079 TOTAL: 2,047.50

7080 05/13/2016 PRD 5443 SPECIALTY'S CAFE & B T2423-13476736 04/28/2016 S051316 100.14  
 Invoice: T2423-13476736 100.14 S0113010 520300 BOARD MEETING REFRESHMENTS BOARD ADMINISTRATION  
 CHECK 7080 TOTAL: 100.14

NUMBER OF CHECKS 21 \*\*\* CASH ACCOUNT TOTAL \*\*\* 129,497.13

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	13	22,711.43
TOTAL WIRE TRANSFERS	1	? 1,899.64
TOTAL EFT'S	7	104,886.06

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

\*\*\* GRAND TOTAL \*\*\* 129,497.13

PREPARED BY: JH DATE: 5/13/16  
 APPROVED BY: CV DATE: 5/13/16  
 TRANSFERRED BY: CV DATE: 5/13/16  
 ACH 551310002 +xt  
Melvin G. [Signature] 5/13/16



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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		
7082	05/27/2016 EFT	5556	BFI OF CALIFORNIA IN	SYS27816034		05/13/2016	S052716	1,791.75
	Invoice: SYS27816034							
		1,791.75		S0113010	522716	TPR982012-4227 - 4227OX MOUNTAIN (TIPPER)		
						MAINTENANCE ON TIPPER OX MTN		
	Invoice: SYS27814717			SYS27814717		05/13/2016	S052716	4,125.00
		4,125.00		S0113010	522716	TPR982012-4227OX MOUNTAIN (TIPPER)		
						MAINTENANCE ON TIPPER OX MTN		
	Invoice: 4227-000043975			4227-000043975		04/30/2016	S052716	1,416.85
		1,416.85		S0113010	522716	APRIL 2016 TIPPER		
						MAINTENANCE ON TIPPER OX MTN		
	Invoice: 4227-000043912			4227-000043912		04/30/2016	S052716	767,243.02
		767,243.02		S0113010	522713	DISPOSAL PROCESSING COST		
						DISPOSAL & PROCESSING COSTS		
						CHECK	7082 TOTAL:	774,576.62
7083	05/27/2016 EFT	152	BROWNING FERRIS IND	0000002435		04/30/2016	S052716	284,193.58
	Invoice: 0000002435							
		284,193.58		S0113010	522713	DISPOSAL PROCESSING		
						DISPOSAL & PROCESSING COSTS		
						CHECK	7083 TOTAL:	284,193.58
7084	05/27/2016 EFT	1278	LOCAL GOVERNMENT SER	2270		04/30/2016	S052716	3,678.47
	Invoice: 2270							
		-14,500.00		S0113010	520306	CONTRACT SVCS BY CLIFF FELDMAN		
		678.00		S0113010	512810	AB939 PROGRAM STAFF		
		466.67		S0113010	512830	BENEFITS - WORKERS COMP INS		
		946.33		S0113010	520337	BENEFITS - MEDICAL		
		11,683.12		S0113010	520306	CONSULTING CONTRACTS RGS/LGS		
		172.12		S0113010	512801	AB939 PROGRAM STAFF		
		1,675.00		S0113010	512830	BENEFITS - PAYROLL TAXES		
		134.93		S0113010	512850	BENEFITS - MEDICAL		
		26.16		S0113010	512850	BENEFITS - GUARDIAN LIFE		
		20.44		S0113010	512850	BENEFITS - GUARDIAN LIFE		
		23.36		S0113010	512850	BENEFITS - GUARDIAN LIFE		
		29.16		S0113010	512825	BENEFITS - RETIREMENT EMPLOYER		
		1,616.94		S0113010	512825	BENEFITS - RETIREMENT EMPLOYER		
		20.78		S0113010	512850	BENEFITS - GUARDIAN LIFE		
		400.00		S0113010	511830	SALARIES - CAR ALLOWANCE		
		166.72		S0113010	520105	CELL PHONES		
		118.74		S0113010	520201	OFFICE SUPPLIES		
						CHECK	7084 TOTAL:	3,678.47
7085	05/27/2016 EFT	5662	ROBERT HALF MANAGEME	45699058		05/05/2016	S052716	98.81
	Invoice: 45699058							
		98.81		S0113010	522718	EARTH DAY HELP		
						EDUCATION CENTER OPERATIONS		

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VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC

CHECK	7085 TOTAL:	NET
		98.81
7086 05/27/2016 EFT Invoice: 2016-04	5512 SOUTH BAY RECYCLING 2016-04 05/19/2016 S052716 APRIL 2016	1,587,866.65
-30,138.86 S0113010 480033	MRF 3RD PARTY PROCESSING FEE	
34,864.11 S0113010 522713	DISPOSAL & PROCESSING COSTS	
-36,084.13 S0113010 522713	DISPOSAL & PROCESSING COSTS	
74,272.33 S0113010 522717	BUYBACK PAYMENTS	
2,224.17 S0113010 520207	EQUIPMENT CHARGES	
49,501.09 S0113010 520202SHORE	BANK FEES AND SERVICES	
1,493,227.94 S0113010 522712	OPERATOR COMPENSATION SBR	
	CHECK 7086 TOTAL:	1,587,866.65
7087 05/27/2016 EFT Invoice: 201604366	5558 ZANKER ROAD RESOURCE 201604366 04/26/2016 S052716	180,623.09
180,623.09 S0113010 522713	DISPOSAL PROCESSING COST DISPOSAL & PROCESSING COSTS	
	CHECK 7087 TOTAL:	180,623.09
7088 05/27/2016 PRTD Invoice: 52416A	7955 AMERICAN RESTORE INC 52416A 05/14/2016 S052716	15,749.70
15,749.70 S2251000 570300SF051	MRF. BLG. MAINTENANCE FACILITIES IMPROVEMENTS	
Invoice: 52416B	52416B 04/29/2016 S052716	10,982.30
10,982.30 S0113010 522714	SHOREWAY FACILITY COST SHOREWAY FACILITY COST	
	CHECK 7088 TOTAL:	26,732.00
7089 05/27/2016 PRTD Invoice: 06E0028452035	88 READYREFRESH BY NEST 06E0028452035 05/10/2016 S052716	68.89
68.89 S0113010 520201	OFFICE SUPPLY WATER OFFICE SUPPLIES	
	CHECK 7089 TOTAL:	68.89
7090 05/27/2016 PRTD Invoice: 650596-71467049	776 AT&T 650596-71467049 05/13/2016 S052716	436.05
436.05 S0113010 522714	ACCT # 650 596-7146 704 9 SHOREWAY FACILITY COST	
	CHECK 7090 TOTAL:	436.05
7091 05/27/2016 PRTD Invoice: 021604A	5640 BIO FUEL SYSTEMS INC 021604A 05/02/2016 S052716	455.26
455.26 S0113010 522713	DISPOSAL PROCESSING FEB 2016 BIOFUEL MISSED TAGS DISPOSAL & PROCESSING COSTS	

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CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL S052716

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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: 041605					041605	05/02/2016		S052716	6,342.02
				6,342.02	S0113010 522713	DISPOSAL PROCESSING APRIL 2016 BIOFUEL DISPOSAL & PROCESSING COSTS			
						CHECK	7091	TOTAL:	6,797.28
7092	05/27/2016	PRTD	5412 BIRCH COMMUNICATIONS		21411487	05/20/2016		S052716	630.15
	Invoice: 21411487				630.15	S0113010 520107	UTILITIES & PHONE UTILITIES & PHONE		
						CHECK	7092	TOTAL:	630.15
7093	05/27/2016	PRTD	2120 CRRA		SP16-024	05/18/2016		S052716	3,550.00
	Invoice: SP16-024				2,500.00	S0113010 520511	ANNUAL SPONSORSHIP BRONZE SPONSORSHIP AND DONATIONS		
					200.00	S0113010 520501	PROFESSIONAL DUES & MEMEBERSHS		
					850.00	S0113010 520503	CONFERENCES & MEETINGS		
						CHECK	7093	TOTAL:	3,550.00
7094	05/27/2016	PRTD	7504 E-RECYCLING OF CALIF		63726	04/29/2016		S052716	217.62
	Invoice: 63726				217.62	S0113010 480025	CUSTOMER # 15319-001 E-RECYCLING		
						CHECK	7094	TOTAL:	217.62
7095	05/27/2016	PRTD	5557 RECOLOGY BLOSSOM VAL		160430	05/03/2016		S052716	104,794.06
	Invoice: 160430				104,794.06	S0113010 522713	DISPOSAL PROCESSING COST DISPOSAL & PROCESSING COSTS		
						CHECK	7095	TOTAL:	104,794.06
7096	05/27/2016	PRTD	605 REGIONAL GOVERNMENT		5969	04/30/2016		S052716	500.00
	Invoice: 5969				500.00	S0113010 520501	CONTRACT SVCS BY BOBBI BENNETT PROFESSIONAL DUES & MEMEBERSHS		
						CHECK	7096	TOTAL:	500.00
7097	05/27/2016	PRTD	6667 RG CREATIONS INC		14054	05/13/2016		S052716	3,651.50
	Invoice: 14054				3,651.50	S0113010 522714	PREP & CABLES FOR 4 INSIDE SIGNS SHOREWAY FACILITY COST		
						CHECK	7097	TOTAL:	3,651.50

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CITY OF SAN CARLOS  
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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

7098 05/27/2016 PRD 3022 SCS ENGINEERS 0278409 04/30/2016 S052716 1,069.00  
Invoice: 0278409

1,069.00 S0113010 520309HCS02 CALL CENTER MONITORING  
BUSINESS CONSULTANT (HPH)

CHECK 7098 TOTAL: 1,069.00

7099 05/27/2016 PRD 5443 SPECIALTY'S CAFE & B T2423-13582125 05/12/2016 S052716 262.90  
Invoice: T2423-13582125

262.90 S0113010 520503 LUNCH 5-12-16  
CONFERENCES & MEETINGS

CHECK 7099 TOTAL: 262.90

7100 05/27/2016 PRD 2119 STRUCTURAL ENGINEERS 46420 04/27/2016 S052716 3,100.00  
Invoice: 46420

3,100.00 S0113010 520340 PROFESSIONAL SVCS P/E 4-16-16  
LONG RANGE PLAN

CHECK 7100 TOTAL: 3,100.00

7101 05/27/2016 PRD 5648 SBWMA PETTY CASH/CYN 52316 05/19/2016 S052716 489.93  
Invoice: 52316

250.71 S0113010 522718 PETTY CASH DEC 2015 - MAY 2016  
123.14 S0113010 520503 EDUCATION CENTER OPERATIONS  
19.79 S0113010 520340 CONFERENCES & MEETINGS  
31.91 S0113010 520300 LONG RANGE PLAN  
64.38 S0113010 520201 BOARD ADMINISTRATION  
OFFICE SUPPLIES

CHECK 7101 TOTAL: 489.93

7102 05/27/2016 PRD 5533 WM CURBSIDE LLC 0000304-2960-9 05/01/2016 S052716 54,844.04  
Invoice: 0000304-2960-9

54,844.04 S0113010 522710 HHW COLLECTION SVCS  
HHW COLLECTION SERVICE

CHECK 7102 TOTAL: 54,844.04

NUMBER OF CHECKS 21 \*\*\* CASH ACCOUNT TOTAL \*\*\* 3,038,180.64

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	15	207,143.42
TOTAL EFT'S	6	2,831,037.22

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

PREPARED BY: DH DATE: 5/26/16  
APPROVED BY: cy DATE: 5/26/16  
FUNDS TRANSFERRED BY cy DATE: 5/26/16

\*\*\* GRAND TOTAL \*\*\* 3,038,180.64

ACHS527100010111  
5/27/16



## STAFF UPDATE

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### July 2016 Potential Future Board Agenda Items *(Meetings at San Carlos Library Conference Room)*

#### July 28, 2016

- Resolution Approving Annual Contract for Legal Counsel Services for FY16/17 *(Consent item)*
- Resolution Approving Property Insurance Policy Renewal *(Consent item)*
- Resolution Approving Contract(s) with Public Education and Outreach Vendor(s) *(Consent item)*
- Status Report on Expiring C&D Processing Contract and Options *(Staff update)*
- Status Report on Zero Landfill Working Group *(Discussion item)*
- Resolution Approving Review of Collection Services and Facility Operations Reports, Tonnage Data and Customer Service Systems Audit Findings for 2015 *(Approval item)*
- Resolution Approving 2015 Financial and Accounting Systems Audit of Recology and SBR Findings *(Approval item)*
- 2015 Member Agency Snapshot Reports *(Staff update)*

#### August, 2016 – No Board Meeting Held in August