



STAFF UPDATES



## STAFF UPDATE

**To:** SBWMA Board Members  
**From:** Cliff Feldman, Recycling Programs Manager  
**Date:** November 17, 2011 Board of Directors Meeting  
**Subject:** Update on Recology Commercial Recycling Outreach Efforts

**Recommendation**

This is an informational report and no action is necessary.

**Analysis**

Recology San Mateo County (Recology) is not required to submit monthly statistics on its commercial recycling activities; however, the company is required to submit a quarterly status report on this program per section 9.06.N of the Franchise Agreement(s). Even though a monthly update is not contractually required, the company has agreed to provide the status of some key commercial recycling metrics each month. Below is an example of the information that Recology plans to submit monthly for this staff report to the Board, and staff will continue working with Recology to determine what other pertinent information can be provided on a monthly basis.

**October 2011 Recology Commercial Recycling Outreach Program Metrics**

- 27 new Compost customers subscribed to service – 21 carts and 6 bins
- 71 new Recycle customers subscribed to service – 55 carts and 16 bins
- 133 commercial recycling brochures and posters were distributed
- 256 internal recycling containers were distributed
- 331 Buddy Bags were delivered
- 7 commercial recycling “community events” were reported:

Date	Franchise	NAME OF EVENT	LOCATION	TIME
10/1/2011	RWC	REDWOOD CITY PORT FEST	PORT OF REDWOOD CITY	11AM-4PM
10/2/2011	BEL	SAVE THE MUSIC FOUNDATION	TWIN PINES PARK	10AM - 5PM
10/08/2011	BUR	SHREDDING AND ELECTRONIC WASTE DROP OFF	CITY LOT O	9AM-2PM
10/08-9/2011	SNC	SAN CARLOS ART & WINE FAIR	DOWNTOWN SAN CARLOS	10AM - 5PM
10/19/2011	RWC	ELECTRONIC ARTS HEALTH AND WELLNESS FAIR	250 SHORELINE DR	1030 AM-1PM
10/22/2011	SNC	SAN CARLOS ANNUAL COMPOST GIVEAWAY	HIGHLAND PARK	8AM-11AM
10/22/2011	CSM	COUNTY OF SAN MATEO ANNUAL SHREDDING EVENT	HIGHLAND RECREATION CENTER	9AM-2PM

Franchise codes: ATH = Atherton, BEL = Belmont, BUR = Burlingame, CSM = County of San Mateo, EPA = East Palo Alto, FOC = Foster City, HIL = Hillsborough, MAT = San Mateo, MPK = Menlo Park, NFO = North Fair Oaks, RWC = Redwood City, SNC = San Carlos, WBS = West Bay Sanitary District

- 7 commercial recycling “presentations and trainings” were reported as follows:

Date	Franchise	Customer Name	Location	ATTENDEES (staff, custodians, students, etc.)	Presentaion or Training
10/04/2011	BUR	MERCY HIGH SCHOOL	2750 ADELIN DR	KITCHEN STAFF	TRAINING
10/05/2011	MPK	ROSEWOOD SAND HILL	2825 SAND HILL RD	MANAGERS, CHEF & STAFF, HOUSE KEEPING	TRAINING
10/18/2011	EPA	COUNTY OF SAN MATEO	2415 UNIVERSITY AVE	CITY COUNCIL, CITIZENS OF EPA	PRESENTATION
10/19/2011	CSM	SKYLAWN MEMORIAL PARK	6000 SKYLINE	STAFF	PRESENTATION
10/26/2011	BUR	CITY OF BURLINGAME - LIBRARY	480 PRIMROSE RD	IBRARY STAFF	PRESENTATION
10/26/2011	MPK	LA MICHOCANA	1305 WILLOW RD	STORE MANAGER AND STAFF	TRAINING
10/28/2011	MAT	COLLEGE PLAZA SHELL	1400 W HILLSDALE BLVD	CAR MAINTENANCE CREW	TRAINING

Staff has commenced monthly meetings with Recology on commercial recycling and requested additional analysis and data to facilitate decision making on next steps regarding increasing tonnage from the commercial sector. In addition to analysis of the program’s performance, staff has requested Recology to providing information on profiling the commercial customer base, the net change on account retention and attraction efforts and information related to the internal metrics used to measure the relative success and cost effectiveness of its commercial recycling outreach (sales) efforts. The results of these inquiries will be addressed in detail at a Special Board Workshop on Commercial Recycling to be scheduled in the next 60 days..

### Background

On April 22, 2010, the Board adopted Resolution No. 2010-14 approving the Commercial Recycling Agreement between Recology and Allied Waste/Republic Services. This agreement transferred Allied’s commercial recycling outreach program to RSMC commencing on July 1, 2010. In addition, Recology moved its commercial recycling staff into the Shoreway Administration building on this date.

The Member Agencies Franchise Agreements with Recology required the company to commence the first new program, the Recycling Blitz Commercial Recycling Campaign, also on July 1, 2010. Recology’s Recycling Blitz Plan and the SBWMA Commercial Recycling Communications and Outreach Plans were shared with the Board in May 2010. These plans outline the next steps regarding stepping up efforts to increase diversion from the commercial sector in the near term.

Commencing with Recology’s first quarterly report due on April 30, 2011, the company is required to submit with each quarterly report a detailed update on its commercial recycling program outreach efforts. This requirement is prescribed in Franchise Agreement section 9.06.N, as follows:

- “N. **Commercial Recycling Promotion Program Status Report.** Contractor must prepare and submit, both quarterly and annually, to Agency and SBWMA, a Commercial Recycling Program Status Report. The Commercial Recycling Program Status Report shall include, but not be limited to:
1. A summary of training and professional development activities for the Commercial Recycling Promotion and supervisory staff.
  2. A description of the strategy and overall approach to attract and retain a high quality and effective Commercial Recycling Promotion Program and supervisory staff.
  3. A description and status of meeting the goals and objectives for the Commercial Recycling Promotion team and how these goals and objectives are tied to the compensation incentive

plan. (Contractor must explain how the stated goals and objectives will be accomplished if no compensation incentive plan is used.)

4. A description of Contractor's sales strategy for maintaining and/or expanding the existing Commercial Recycling account base and diversion levels.
5. A description of the services provided to the Commercial and Agency Facility sectors.
6. A detailed accounting of diversion statistics for the Commercial and Agency Facility sectors."

Recology has now submitted three quarterly reports and staff is currently reviewing the Third Quarter 2011 Report submitted on October 30, 2011. However, it is important to note that the commercial recycling section of all three 2011 Quarterly Reports have fallen short of establishing quantifiable goals with regards to increasing diversion, nor have these reports provided a detailed description of the strategic approach employed by the Recology sales team to increase diversion. While the company assured staff that quantifiable goals for the commercial recycling sales team and Commercial Recycling Manager would be developed, staff has not been provided this information. The 2011 Third Quarter Report provides general goals that are supported by task based metrics for each Zero Waste Specialist. If quantifiable diversion goals and a specific sales based approach are shared with staff, this information will in turn be shared with the Member Agencies at the upcoming Special Board Workshop on Commercial Recycling.



## STAFF UPDATE

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To: SBWMA Board Members  
From: Recycling Staff  
Date: November 17, 2011 Board of Director's Meeting  
Subject: Recycling and Outreach Programs Update

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### Recommendation

This is an informational report and no action is necessary.

### Recology 2012 Annual Public Education Plan

A copy of Recology San Mateo County's 2012 Annual Public Education Plan was submitted to the Member Agencies and Staff with the company's third quarter 2011 Quarterly Report. Staff worked with Recology to review the draft version of the Public Education Plan as specified in Section 7.03 B of the Franchise Agreement. In addition, Staff and Recology will continue to meet regularly to review the plan to ensure that all outreach and education efforts are coordinated and remain focused and effective.

### Curbside Inc., Door-to-Door HHW Program

The following eight Member Agencies are now participating in the program: Belmont, East Palo Alto, Foster City, Hillsborough, Menlo Park, San Carlos, San Mateo, and West Bay Sanitary District. Interest in the program remains strong and the company has made approximately 6,338 collections since the program started in mid-May 2010 through October 2011. Approximately 256,229 pounds of HHW material, 140,900 pounds of Universal Waste and 92,671 pounds of E-Scrap have been collected since the start of the program in May 2010. We encourage additional Member Agencies to offer the program as it provides a more convenient and cost-effective option to properly recycle and dispose of a wide variety of materials (such as common HHW) than is currently available.

Staff provided an update to the Board in the September agenda packet that we were aware of delays exceeding the contract standard of two weeks to provide service after scheduling an appointment and we are working with the company to get this resolved. The company is on notice to rectify these service delays. They hired additional staff to replace those no longer with the company and to supplement their routing capacity. Staff is now getting daily reports on residents calling to schedule appointments. While some customers are very frustrated with the current extended wait time, the majority are just happy to know the service will be coming to them soon since they typically have stored materials for many years.

### Household Battery and Cell Phone Curbside Recycling Collection Program

The monthly average of batteries and cell phones collected through the curbside recycling program through the first ten months of 2011 is 4,160 pounds. A total of 53,000 pounds was collected during 2010, which is slightly less than the 57,000 pounds collected in 2009. It is anticipated that this trend will continue as a similar year over year reduction will likely be experienced. The total amount of batteries and cell phones collected in October was 1,680 pounds.

### RethinkWaste Website and Social Media

The RethinkWaste website continues to be updated with information on the CartSMART residential collection and new BizSMART commercial collection services, and the Shoreway Environmental Center. Plans are underway to

revamp the website to make it more user-friendly and interesting. Staff is in the process of reaching out to the Board and Public Education Subcommittee for input on the features they would like to see on the updated website. Upon receiving the feedback, a Request for Proposals will be developed and issued in late December or early January.

The current site averaged approximately 453 visits per week since the last Board meeting, of which nearly 71% were new visits. The most commonly visited sections of the site during this period continued to be "Beyond the Cart" and "Shoreway" sections.

RethinkWaste continues to use its Facebook and Twitter pages to promote program information and new services. To date, the Facebook page has 196 "fans," consistent with the October report. Staff will be working on strategies to drive more people to the pages. Our Facebook page can be found at [www.facebook.com/rethinkwaste](http://www.facebook.com/rethinkwaste), and the Twitter page is located at [www.twitter.com/rethinkwaste](http://www.twitter.com/rethinkwaste).

#### **rethinker Newsletter**

The current issue of the rethinker has been sent to residents. This issue focuses on the items that are accepted in the green Compost Cart and holiday reminders. In addition, the newsletter provides information on how to sign up for an electronic version, including a promotion to encourage the sign ups. The next issue of the rethinker is in development and will be sent to residents in January 2012.

#### **Schools Recycling Program Update**

Staff has purchased 32 gallon recycling carts for distribution to schools in the RethinkWaste service area. The program is implemented with assistance from RecycleWorks staff who has delivered 154 carts on behalf of RethinkWaste.

#### **Compost Giveaway Events**

The RethinkWaste Fall Compost Giveaway Events were held in September and early October. Menlo Park and San Mateo will continue to host events through the remainder of 2011. Staff will be preparing for spring 2012 Events toward the end of the year and will reach out to all Member Agencies for their preferences.

#### **Electronic Scrap/Community Shred Events**

Several Member Agencies hosted RethinkWaste Electronic Scrap/Community Shred Events in October and early November. Staff will continue to work with Member Agencies to hold additional events.

**Approved Operating Agreement Amendments or Recommended Recology Franchise Agreement Administrative Changes**

Staff is requesting that Member Agencies keep us apprised if any administrative changes have been made.

<u>Agreement</u>	<u>Board Approval</u>	<u>Staff Recommendation</u>	<u>Description</u>
Operations Agreement	October 28, 2010	N/A	Amendment No. 1. Is now effective as eight Member Agencies have approved the Amendments. Approved by: Belmont, Foster City, Menlo Park, Redwood City, San Carlos, City of San Mateo, San Mateo County, West Bay Sanitary District.
Franchise Agreement(s)	N/A	Via email on October 20, 2010	Requested Member Agencies send letter accepting interest waiver offer from Recology on potential 2011 revenue requirement shortfall if rates approved after January 1 but before March 1, 2011. Approved by: Atherton, Foster City, Redwood City, City of San Mateo, San Mateo County, West Bay Sanitary District.
Franchise Agreement(s)	N/A	Via email on December 9, 2010	Overage "bags" change to "tags"; SBWMA relief from purchasing battery/cell-phone bags; On-call bulky item collection temporary schedule for January 2011. Approved by: Foster City.
Franchise Agreement(s)	N/A	Via email on December 13, 2010	Member Agency self haul remittance of payments to SBWMA by Recology. Approved by: Burlingame, Foster City, Redwood City.
Franchise Agreement(s)	N/A	Via email on June 3, 2011	Six Member Agencies (i.e., Belmont, Burlingame, Foster City, Menlo Park, Redwood City, San Carlos and City of San Mateo) are requested to allow Recology to continue using used collection vehicles through September 30, 2011. Approved by Foster City.



## STAFF UPDATE

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To: SBWMA Board Members  
From: Hilary Gans, Facility Operations Contracts Manager  
Date: November 17, 2011 Board of Director's Meeting  
Subject: Shoreway Construction Update

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### Financial Update

On July 23, 2009 the Board approved the sale of Bonds for the Shoreway Master Plan Project in a total dollar amount of \$56.5 million of which \$46.97 million was dedicated to actual physical improvements. Through the end of October 2011, \$44,880,200 has been spent, leaving a fund balance of \$2,096,600. (The SEC Master Plan Budget table on page 3 of this report shows the Master Plan expenditures by category).

At this time, it is forecasted that there are sufficient funds to cover the remaining project expenditures through the completion of the Master Plan project without tapping the transfer station bid deduct funds of \$515,000 or the projected remaining unallocated project contingency of \$211,000.

### Issues of Note

**Start of Solar installation** – early in November, Ecoplexus started installation of the photovoltaic (PV) solar system on the roof of the MRF and transfer station. Ecoplexus is working to complete the installation and have the system operational by the end of 2011. To meet this timeline, the installation process is working on many project phases simultaneously (i.e., the wiring, the switchgear, the inverter, and the roof installation of the arrays will all be occurring together in late November and early December). In addition to the roof mounted arrays, there will be a 20' x 80' ground-mounted array located in front of the transfer station that will be used as an educational display and will be incorporated into the tours program. **Once installed, the solar system will provide ~30% of the MRF's and ~76% of the transfer station's annual power demand.**

### Construction Update

This project update summarizes the status of the construction of the Shoreway Master Plan Phase II improvements which include the construction of new Materials Recovery Facility (MRF) building, modifications to the Transfer Station (TS), and various site work; and Phase III improvements which are comprised solely of the purchase and installation of the single stream processing equipment. A contract in the amount of \$16,209,000 was awarded to SJ Amoroso on July 23, 2009 for Phase II of the Master Plan construction work. On October 7, 2009 the Board approved a contract with BHS for \$15,713,180, exclusive of sales tax, for the Phase III work.

This report includes a discussion of completed and upcoming construction activities, updates to the construction schedule, and a summary of the project budget.

### Construction and Other Project Activities

The following construction activities occurred over the past month:

#### MRF Building

- o Construction complete and pending Final Occupancy permit
- o Installation of fire department required fixtures
- o Safety ladder and roof walkways



- Installation of IT wiring to electrical panel for pending PG&E meter

#### Transfer Station (TS)

- Construction complete and pending Final Occupancy permit
- Security gate at transfer station tunnel exit

#### Equipment Installation and Other Project Activities

- Installation of Single Stream system reporting software package

#### Other Building and Project Items

- Re-lamping Recology truck and container shop with energy efficient lighting
- Shoreway frontage sewer line and landscape repair

The following construction activities are expected to occur during the next reporting period:

#### MRF Building

- Installation of Solar PV system
- Frontage sign lighting
- Landscape plantings

#### Transfer Station

- Installation of Solar PV system
- Installation of MRF residue shuttle conveyor inside TS
- Frontage sign lighting

#### Equipment Installation and Other Project Activities

- Installation of Single Stream system reporting software package
- Residue transfer shuttle conveyor inside TS

#### Other Buildings and Project Activities

- Re-landscape of Recology administrative building
- Re-landscape of back of Transfer Station parking area
- Contaminated soils remediation plan submitted to the County Department of Environmental Health

### Project Expenditures Summary

#### ▪ **Construction Budget (S.J. Amoroso)**

No payments to SJ Amoroso for the month of October 2011. Cumulative progress payments made to Amoroso through the end of October 2011 total \$16,209,000 on a total contract amount of \$16,209,000 (*Amoroso has been paid 100% of their budget for Construction*).

#### ▪ **Construction Management Budget (Covello)**

- Payments to Covello for the month October 2011 total \$9,671 on a monthly forecasted amount of \$0.
- Cumulative progress payments made to Covello through October 2011 total \$1,772,818 on a budget of \$1,826,050. (*Covello has been paid 98% of their Construction Management budget*).

#### ▪ **Design Support Services (JRMA)**

- Payments to JRMA for the month of October 2011 total \$6,181 on monthly forecasted amounts of \$0.

- Cumulative progress payment made to JRMA for Design Support Services through the end of October 2011 total \$492,008 on a project budget amount of \$597,000 (*JRMA has been paid 83% of their budgeted amount for Design Support Services*).
- **MRF Processing Equipment and Installation (BHS)**
  - No progress payments to Bulk Handling Systems (BHS) through October 2011.
  - Cumulative progress payments made to BHS for both equipment manufacture and system installation through the end of October 2011 total \$16,658,914 on a budget of \$16,901,400 (*BHS has been paid 99% of the budgeted amount for equipment and installation, there are still retainage dollars being withheld for change order work*).
- **Other Master Plan Project Expenditures**
  - Egan Plumbing has installed fire suppression water supply in the MRF and Transfer Station and has been paid \$19,763 in October for a total project amount of \$47,684 out of the Master Plan funds.
  - Scapes Landscape Company has landscaped the front of the Transfer Station and was paid \$9,191 in October out of master plan funds.

### Master Plan Project - Bond Funds Status

A summary of the Master Plan budget and expenses through October 2011 is presented in the SEC Master Plan Budget table below. Through the end of October 2011, \$44,880,200 has been spent on a total project budget amount of \$46,971,900 with a project balance of \$2,096,600.

<b>SHOREWAY ENVIRONMENTAL CENTER MASTER PLAN BUDGET</b>						
THROUGH OCTOBER 2011 (000's)						
	Vendor	Original Project Budget Amount	Allocated Contingency	Revised Project Total	Spent Amount	Remaining Amount
<b>PROJECT COST SUMMARY</b>						
<b>Preliminary Costs</b>						
Planning, Design & Engineering	Various	2,404.0	28.5	2,432.5	(2,424.6)	7.9
Bond Issuance Costs		90.5	(7.4)	83.1	(83.1)	0.0
<b>Phase I</b>						
Construction	Rodan	2,405.0	31.3	2,436.3	(2,436.3)	0.0
Construction Management	Covello	444.3	15.9	460.2	(460.2)	0.0
<b>Phase II</b>						
Construction	Amoroso	16,209.0	-	16,209.0	(16,209.0)	0.0
Construction Contingency (10%)	Amoroso		3,053.9	3,053.9	(3,015.7)	38.2
Permit, CM, & Design Support Services	Covello/JRMA	2,259.0	714.0	2,973.0	(2,674.3)	298.7
Construction Soft Costs	Various	786.7	-	786.7	(269.7)	521.9
<b>Phase III</b>						
Equipment Installation	BHS	2,432.4	30.0	2,462.4	(2,462.4)	0.0
Contingency (10%)	BHS		246.2	246.2	(79.0)	167.2
Camera System, elec.		85.0	-	85.0	(66.0)	19.0
Supplemental Fire Suppression		75.0	-	75.0	(22.2)	52.8
Equipment	BHS	14,273.2	81.2	14,354.4	(14,332.7)	21.7
Contingency	BHS		492.8	492.8	(333.0)	159.8
Construction Management	Various	95.0	-	95.0	(12.0)	83.0
<b>Project Total</b>		<b>41,559.1</b>	<b>4,686.4</b>	<b>46,245.5</b>	<b>(44,880.2)</b>	<b>1,370.2</b>
<b>Other Project Dollars</b>						
Unallocated Contingency (Balance of Funds)		4,684.8		4,684.8	(4,473.4)	211.4
Transfer Station Public Area (SJA Bid Deduction)		728.0		728.0	(213.0)	515.0
<b>Project Subtotal</b>		<b>46,971.9</b>				<b>2,096.6</b>



## STAFF UPDATE

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To: SBWMA Board Members  
From: Kevin McCarthy, Executive Director  
Marshall Moran, Finance Manager  
Date: November 17, 2011 Board of Directors Meeting  
Subject: Update on 2012/2013 Franchise Rate Setting Process

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### Recommendation

This is an informational report and no action is necessary other than the various requested future responses below.

### Analysis

This staff report will be provided monthly to the Board commencing with the November 17, 2011 Board meeting. The purpose of this staff update report is to keep the Board informed on the timing, schedule of events and issues affecting Member Agencies during the 2013 Compensation Application review (performed in 2012) and the Recommended Rate Adjustment process for the upcoming 2013 Rate Year (i.e., establishing rates for January 1-December 31, 2013). The goal is to provide and update pertinent information for Member Agencies to effectively plan for and manage communications regarding the next year's compensation application and rate setting process.

Attached is the draft 2012 (for calendar year 2013 rates) Rate Approval Schedule (**Attachment A**).

### ***New Issues Affecting 2013 Compensation Adjustment include:***

- Service Level Adjustments. Per the Member Agency Franchise Agreements with Recology, the company will include in its 2013 Compensation Application the second and **final** service level adjustment to account for changes in accounts for residential service, lifts for commercial service, and pulls for rolloff service that have occurred since first adjustment that was made in 2010 to the company's proposal submitted in 2008. It is important to note that the 2008 proposal which was used as the basis for establishing 2011 rates relied on customer service level data provided by Allied Waste/Republic Services.
- Recology Annual Revenue Reconciliation for 2011. Recology will submit a Revenue Reconciliation Application to the SBWMA by March 31, 2012 which will compare the approved compensation owed to Recology for 2011 with the actual net compensation billed and retained by Recology after paying for Pass-Through costs for disposal at Shoreway and Agency fees (e.g., Franchise Fees) paid to each Member Agency. Each Agency will have a surplus or shortfall which will be added to or subtracted from the 2013 Revenue Requirement; this surplus or shortfall can not be carried forward to 2014 rates

- Service to Agency Facilities for 2011. The allocation of the cost to provide service to this distinct Service Sector to each Member Agency will be adjusted retroactively for 2011 based on final statistics from Recology. The initial allocation for 2011 was based on projections in lieu of the actual operating statistics, thus the Board approved using a temporary allocation until the company returned with actual statistics to be provided with the March 31, 2012 Revenue Reconciliation Application.

### *Schedule of Rate Review Activities*

#### **Jan/Feb 2012**

- SBWMA to send letter to Board requesting feedback on how to improve annual rate setting process

#### **March 2012**

- Recology is required to submit the first Revenue Reconciliation Application by March 31, 2012 (and annually thereafter).
- SBWMA to award a contract to audit the financial data provided by SBR and Recology for 2011 to ensure this data is accurate.

#### **May 2012**

- SBWMA to send out letter to Board requesting feedback from all agencies on issues affecting 2012 rate adjustments (e.g., changes to Agency fees, revenue and tonnage projections). Response requested by July 1.

#### **May/June 2012**

- SBWMA to issue report summary on the Recology 2011 Revenue Reconciliation Application
- Special Board Workshop for Board Members, Elected Officials and Other Stakeholders to discuss rate setting process and share results on Recology 2011 Revenue Reconciliation Application

#### **July 2012**

- July 1 - Rate Applications due from Recology and SBR for 2013 compensation application.
- July 1-15 – SBWMA to provide Recology Compensation Application to all Member Agencies and commence a process to include Member Agency feedback. The Member Agency feedback will be needed by August 1.
- July 21 – BOD Staff report on estimated residential revenue changes due to cart migration by Member Agency with an update on cart migration since July 2011; to be discussed at July 26<sup>th</sup> Board meeting
- July 22 - Response from Member Agencies to SBWMA on issues affecting 2013 rate adjustments (e.g., changes in agency fees, revenue and tonnage projections).

#### **August 2012**

- August 1 - Member Agency feedback due on 2013 Recology Compensation Application.
- August 8 - Feedback from agencies on what to include in 2013 collection rate adjustment for current and future cart migration (agencies may decline to include an estimate for future cart migration).

#### **September 2012**

- September 1 - Preliminary report issued by SBWMA on Recology's Rate Application for 2013 compensation adjustment.
- September 1 - Preliminary report issued by SBWMA on SBR's Rate Application for 2013 compensation adjustment.

- September 11 - Comments due back from Member Agencies on preliminary Rate Reports for Recology and SBR.
- September 20 - Final Rate Report issued for Recology's Rate Application for 2013 compensation adjustment (for consideration at September 27, 2012 Board meeting)
- September 20 - Final Rate Report issued for SBR's Rate Application for 2013 compensation adjustment (for consideration at September 27, 2012 Board meeting)
- September 20 - Consolidated Rate Report issued with recommended total collection rate adjustments for 2013 (including Recology compensation, disposal expense at Shoreway, agency fees, and agency directed cart migration impact for 2013).
- September 27 – Board consideration and approval of SBWMA Consolidated Rate Report.

#### **September 27 – December 31, 2012**

- Member Agencies notice and approve final 2013 solid waste rates

#### **November 2012**

- Report to Board on Recommended January 1, 2012 Shoreway tip fee adjustment including Bond proforma update for 2013 SBWMA financial projection with assumed tip fee and reserve balances.

#### **Attachment:**

**Attachment A – Draft 2013 Rate Approval Schedule**



## JANUARY 2012 – FEBRUARY 2012 BOARD AGENDA ITEMS (SUBJECT TO CHANGE)

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- Board Workshop on Commercial Recycling Outreach and Promotion Program and Results of Recology San Mateo County Efforts -- **To be rescheduled**

### January 26, 2012

- Election of New Officers for 2012
- Resolution Accepting the Fiscal Year 2009-2010 Annual Financial Statements
- Mid Year Review of FY2012 Annual Operating Budget
- Review of Investment Policy
- Update on 2013 Rate Setting Process

### February 2012

- Board and Staff Retreat on Strategic Planning – date and time TBD

### February 23, 2012

- Approval of Quarterly Investment Report as of 12/31/11
- Resolution Approving Mid-Year Budget Adjustments FY2012
- Update on Shoreway remediation project