



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

BOARD MEMBERS

Tom Bartee <i>Member</i>	Mark Luce <i>Member</i>	Peter Mott <i>Vice Chair</i>	Leon Garcia <i>Chair</i>
Joanne Schivley <i>Alternate Member</i>	Brad Wagenknecht <i>Alternate Member</i>	Jill Techel <i>Alternate Member</i>	Joan Bennett <i>Alternate Member</i>

OFFICERS

Trent Cave <i>Manager</i>	Pamela Kindig <i>Auditor</i>	Sandra Linehan <i>Secretary/Clerk</i>
Susan Altman <i>Legal Counsel</i>	Tamie Frasier <i>Treasurer</i>	

**BOARD OF DIRECTORS REGULAR MEETING
Thursday, October 02, 2008 at 8:30 a.m.**

Devlin Road Transfer Station
Administrative Office Conference Room
889 Devlin Road - American Canyon, CA 94589

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**

In this time period, anyone who wishes to speak to the Authority Board of Directors regarding any subject over which the Board has jurisdiction, that is not on the agenda, or to request consideration to place an item on a future Board agenda, may do so at this time. Individuals will be limited to a three minute presentation. The Board of Directors will take no action as a result of any item presented at this time.

- 4. PRESENTATIONS AND COMMENDATIONS**
- 5. CONSENT ITEMS**

- A. Approval of the Board Minutes for September 11, 2008.

- B. **BUDGET TRANSFER.**
REQUESTED ACTION: Approval and authorization for the Chair to sign a budget transfer of \$25,000 to transfer funds from the FY 2007-08 operating budget to the FY 2007-08 capitol improvement budget related engineering services for the mircoturbine project.

- C. **BUDGET TRANSFER Extra Help**
REQUESTED ACTION: Approval and authorization for the Chair to sign a Budget Transfer # 1 in the amount of \$20,000 to increase the appropriations in the Operating Budget to pay for a Management Analyst on an extra help basis.

6. ADMINISTRATIVE ITEMS

- A. **TREASURER'S ANNUAL REPORT**
DISCUSSION ITEM: Tamie Frasier will provide an annual Treasurer's report and update on the investment report.

- B. **MONTHLY FINANCIAL REPORTS**
DISCUSSION AND POSSIBLE ACTION: Staff to discuss the monthly financial reports and yearend summary of the Authority (continued to the October 2, 2008 Board Meeting).

- C. **DRTS QUARTERLY AGREED-UPON PROCEDURES REPORT**
REQUESTED ACTION: Approval and acceptance of the Summary of Accountants' Report on Applying Agreed-Upon Procedures for the quarter ending September 30, 2007.

- D. **CONFLICT OF INTEREST CODE**
REQUESTED ACTION: Approval of Resolution # 08-0, a resolution of intent of the Board of Directors to adopt an amended conflict of interest code and directing the Authority Secretary to publish a notice of intention to adopt the amended conflict of interest code.

- E. **HDR AGREEMENT**
REQUESTED ACTION: Approval and authorization for the Chair to sign Authority Agreement #08-08 with HDR Engineering Inc for \$45,507 to provide services related to the definition of special materials rates, review of the Devlin Road Transfer Station (DRTS) operations contract with the parties, and development options related to the future administration, structure and management of the Authority.

- F. **DRTS ADVISORY COMMITTEE FORMATION**
REQUESTED ACTION: Authorization to form an ad hoc advisory committee, and to appoint

two Board members to the committee to review restructuring and management options.

7. FACILITIES BUSINESS ITEMS

A. ACSL PUBLIC ACCESS

REQUESTED ACTION: Approval and authorization for the Chair to sign Authority Agreement #08-09 with the City of American Canyon to provide for a lot line adjustment and public access easement at, and adjacent to, American Canyon Sanitary Landfill.

8. OTHER BUSINESS ITEMS

A. MANAGER'S REPORT

DISCUSSION AND POSSIBLE ACTION: Manager will report on activities related to the Authority.

B. REPORTS FROM JURISDICTIONS

DISCUSSION ITEM: Reports of current information relevant to the Authority by the member jurisdictions:

- i. Vallejo: Tom Bartee
- ii. Napa City: Peter Mott
- iii. Napa County: Mark Luce
- iv. American Canyon: Leon Garcia

C. BOARD OF DIRECTORS' COMMENTS

DISCUSSION ITEM: Opportunity for the Board members to raise any issues or concerns not addressed elsewhere on the agenda.

D. FUTURE AGENDA ITEMS

DISCUSSION ITEM: Discussion of any items Board members wish to have addressed at a future meeting date.

9. CLOSED SESSION

10. ADJOURNMENT

The next regularly scheduled meeting of the Authority Board of Directors will be held Thursday, November 6, 2008 at 8:30 a.m. in the BOS Council Chamber, County of Napa Administration Building .