



**NAPA-VALLEJO WASTE  
MANAGEMENT AUTHORITY**

**BOARD MEMBERS**

Scott Sedgley <i>Member</i>	Leon Garcia <i>Chair</i>	Jess Malgapo <i>Vice-Chair</i>	Alfredo Pedroza <i>Member</i>
Peter Mott <i>Alternate Member</i>	Joan Bennett <i>Alternate Member</i>	Robert H. McConnell <i>Alternate Member</i>	Mark Luce <i>Alternate Member</i>

**OFFICERS**

Richard Luthy <i>Executive Director</i>	Tracy Schulze <i>Auditor</i>	Martha Burdick <i>Secretary/Clerk</i>
Jeff Richard <i>Legal Counsel</i>		Tamie Frasier <i>Treasurer</i>

**BOARD OF DIRECTORS REGULAR MEETING  
Thursday October 06, 2016 at 9:00 a.m.**

**City of American Canyon  
City Council Meeting Chambers  
4381 Broadway Street, Ste 201 - American Canyon, CA 94503**

**GENERAL INFORMATION**

The Napa-Vallejo Waste Management Authority meets the 1st Thursday of each month at 9:00 A.M. at 4381 Broadway Street, Suite 201, American Canyon, California 94503. The meeting room is wheelchair accessible. Requests for disability related modifications or accommodations, aids or services may be made no less than 72 hours prior to the meeting date by contacting 707 253-4471.

The Agenda is divided into two sections:

**CONSENT ITEMS:** These matters typically include routine financial or administrative actions, as well as final adoption of ordinances that cannot be both introduced and adopted at the same meeting. Any item on the CONSENT CALENDAR will be discussed separately at the request of any person. CONSENT CALENDAR items are usually approved with a single motion.

**ADMINISTRATIVE ITEMS:** These items include significant policy and administrative actions, and are classified by program areas. Immediately after approval of the CONSENT CALENDAR, ADMINISTRATIVE ITEMS will be considered.

All materials relating to an agenda item for an open session of a regular meeting of the Napa-Vallejo Waste Management Authority which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of, but prior to the meeting, will be available for public inspection, at the time of such distribution, in the office of Auditor Controller, 1195 Third Street, Suite B-10, Napa CA 94559, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or Napa Vallejo Waste Management staff, and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

**ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA, please proceed to the rostrum and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board.**

**AGENDA AVAILABLE ONLINE AT [www.countyofnapa.org](http://www.countyofnapa.org)**

**1. CALL TO ORDER****2. ROLL CALL****3. PLEDGE OF ALLEGIANCE****4. 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.

**5. PRESENTATIONS AND COMMENDATIONS****6. APPROVAL OF MINUTES****A. APPROVAL OF MINUTES**

REQUESTED ACTION: Approval of Board Minutes for the September 1, 2016 Regular Meeting.

**7. CONSENT ITEMS****A. NOTICE OF COMPLETION**

REQUESTED ACTION: Authorization for the Executive Director, on behalf of the Board of Directors, to accept the work as completed and to sign and file a Notice of Completion with the Clerk/Recorder for the Devlin Road Transfer Station Rehabilitation - Phase 2 Project 15811, for the Contractor, Ghilotti Construction Company.

**B. RECORDS RETENTION RESOLUTION, POLICY AND SCHEDULES**

REQUESTED ACTION: Executive Director requests adoption of Resolution No. 2017-06 approving the Policy and Record Retention Schedules which will be maintained by the Napa Vallejo Waste Management Authority, to be effective October 6, 2016. (majority vote required).

**8. ADMINISTRATIVE ITEMS****9. FACILITIES BUSINESS ITEMS****A. EXECUTIVE DIRECTOR'S REPORT**

DISCUSSION ITEM: Executive Director to report on Authority related activities.

**10. OTHER BUSINESS ITEMS****A. REPORTS FROM JURISDICTIONS**

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

- i. Vallejo: Jess Malgapo
- ii. Napa City: Scott Sedgley
- iii. Napa County: Alfredo Pedroza
- iv. American Canyon: Leon Garcia

**B. FUTURE AGENDA ITEMS**

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

**11. CLOSED SESSION**

**12. ADJOURNMENT**

The next regularly scheduled meeting of the Authority Board of Directors will be held THURSDAY, NOVEMBER 03, 2016 at 9:00 a.m.