



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

BOARD MEMBERS

Alfredo Pedroza
Vice-Chair

Leon Garcia
Member

Jess Malgapo
Member

Mark Luce
Chair

Peter Mott
Alternate Member

Joan Bennett
Alternate Member

Robert H. McConnell
Alternate Member

Brad Wagenknecht
Alternate Member

OFFICERS

Richard Luthy
Executive Director

Tracy Schulze
Auditor

Martha Burdick
Secretary/Clerk

Rob Paul
Legal Counsel

Tamie Frasier
Treasurer

**BOARD OF DIRECTORS REGULAR MEETING
Thursday May 01, 2014 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

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. CONSENT ITEMS****A. APPROVAL OF MINUTES**

Approval of the Board Minutes for the April 3, 2014 Regular Meeting.

7. ADMINISTRATIVE ITEMS**A. DRTS QUARTERLY FINANCIAL AUDIT**

REQUESTED ACTION: Executive Director requests acceptance of Napa-Vallejo Waste Management Authority -- Internal Audit Report for the quarter ended September 30, 2013.

B. FINANCIAL REPORT

DISCUSSION ITEM: Staff to present and discuss Fiscal Year 2014 3rd Quarter (January 1, 2014 to March 31, 2014) financial statement for the Authority.

C. DEVLIN ROAD TRANSFER STATION PAVEMENT REHABILITATION - PHASE 1

REQUESTED ACTION: Executive Director requests the following actions related to the Devlin Road Transfer Station Pavement Rehabilitation Phase 1 Project - #13812:

1. Award the contract for "Devlin Road Transfer Station Pavement Rehabilitation - Phase 1, Project 13812" to the low bidder, Argonaut Constructors of Santa Rosa, CA, for their bid of \$836,653.00; and
2. Authorize the Chair to sign the construction contract; and
3. Authorize the Executive Director to approve project change orders not to exceed 15% of contract amount; and
4. Approve Budget Transfer No. NVW 004 increasing 2013-14 Appropriations in Professional Services by \$30,000 and Infrastructure by \$125,000 in the Pavement Rehab Capital Improvement Budget for the Construction Contract, Change Orders and Professional Services related to the Project.

D. 2014-11 TESTING SERVICES

REQUESTED ACTION: Approval of and authorization for the Chair to sign Agreement No. 2014-11 with RGH Consultants, effective May 1, 2014 through December 31, 2014, in the amount of \$43,515 for construction testing services related to the DRTS Pavement Rehabilitation Project 13812.

E. 2014-12 CONSTRUCTION SURVEYING

REQUESTED ACTION: Approval of and authorization for the Chair to sign Agreement No. 2014-12 with Terra Firma Surveys, Inc., effective May 1, 2014 through December 31, 2014, in the amount of \$23,040 for construction surveying services related to the DRTS Pavement Rehabilitation Project 13812.

F. PROPOSED FISCAL YEAR 2014/2015 BUDGET STUDY SESSION

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

1. Revenue projections and debt service and operations budget; and
2. Debt, operating and capital reserves; and
3. Capital Improvement Budget

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

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

9. 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: Alfredo Pedroza
- iii. Napa County: Mark Luce
- 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.

10. CLOSED SESSION**11. ADJOURNMENT**

The next regularly scheduled meeting of the Authority Board of Directors will be held THURSDAY, JUNE 05, 2014 at 9:00 a.m.