



Agenda Date: 7/26/2005  
Agenda Placement: 6D

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Christine M. Secheli for Trent Cave - Director  
Environmental Management  
**REPORT BY:** Jill Pahl, Asst Dir of Environmental Management, 253-4410  
**SUBJECT:** Amendment to Support Services Agreement with the Napa-Vallejo Waste Management Authority

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### **RECOMMENDATION**

Director of Environmental Management requests approval of and authorization for the Chair to sign Amendment No. 9 to Agreement No. 3352 with the Napa-Vallejo Waste Management Authority to modify administrative and support services provided by the County for the Authority.

### **EXECUTIVE SUMMARY**

On July 14, 2005, the Napa Vallejo Waste Management Authority exercised its powers under the Joint Powers Agreement, and hired Trent Cave as an employee of the Authority to act as its Manager, effective August 1. Previously, that position had been held by the Director of Environmental Management. The proposed amendment to the Support Services Agreement deletes the provisions relating to the Director acting as the Manager to reflect that the County is no longer providing that service. It continues the compensated services staff members of the Department of Environmental Management provide for clerical and administrative functions.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Environmental Management
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Authority exercised its ability to hire a Manager, in lieu of the Director of Environmental Management serving in that capacity.
Is the general fund affected?	No

Future fiscal impact: Management charges of \$54,000 will not be received by the Department. The \$80,000 received by the Department for hourly support staff work will continue to be received. It is anticipated that the Department will oversee the operations for the Garbage Zone 1 franchise, which will generate approximately \$75,000 in new revenue for the Department.

Consequences if not approved: The Agreement could be terminated for convenience in 90 days and all of the revenues that would have remained would be lost.

Additional Information: None

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

The Support Services Agreement in its present form contains provisions for the Director of Environmental Management to act as the Authority Manager, with the County receiving \$54,000 for providing that service. Since the Authority has now engaged Trent Cave to act as direct employee of the Authority as Manager, the provisions of the Support Services Agreement relating to that position need to be deleted.

Approximately \$80,000 in Department staff administrative support services revenues per year will still be received by the Department from the Authority. Staff providing administrative and clerical support to the Authority shall remain under the direction of the Director of Environmental Management. Revenues to the other departments that provide services to the Authority (Auditor-Controller, County Counsel, Treasurer-Tax Collector, Public Works and occasionally Conservation, Development and Planning) will not be affected by this amendment.

The Department believes that new management oversight services provided for the Garbage Zone 1 franchise oversight will replace the workload and revenues that this amendment removes.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey