



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 12/4/2008

Agenda Placement: 6D

Napa-Vallejo Waste Management Authority Board Agenda Letter

TO: Board of Directors
FROM: Martha Burdick for Trent Cave - Manager
Napa-Vallejo Waste Management Authority
REPORT BY: Karen Querin, Audit Manager - 253-4588
SUBJECT: DRTS Quarterly Agreed Upon Procedures Report for the quarter ended December 31, 2007

RECOMMENDATION

DRTS QUARTERLY FINANCIAL AUDIT

REQUESTED ACTION: Approval and acceptance of the Summary Accountants' Report on Applying Agreed-Upon Procedures for the quarter ended December 31, 2007.

EXECUTIVE SUMMARY

Staff recommends approval and acceptance of the Summary Accountants' Report on Applying Agreed-Upon Procedures as they pertain to the Revenues, Accounts Receivable and Northern Recycling & Waste Service fees for the Devlin Road Transfer Station for the quarter ended December 31, 2007.

FISCAL IMPACT

Is there a Fiscal Impact? No

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 attached report has been prepared upon the request of the Authority's Manager and the Manager of the Devlin Road Transfer Station. The results of the procedures that were agreed to by the both managers is presented in the attached summary report. A detailed report is available upon request.

SUPPORTING DOCUMENTS

A . Agreed-Upon Procedures for the Quarter Ended December 31, 2007

Manager: Approve
Reviewed By: Martha Burdick