



**NAPA-VALLEJO WASTE  
MANAGEMENT AUTHORITY**

Agenda Date: 2/6/2009

Agenda Placement: 5E

## Napa-Vallejo Waste Management Authority **Board Agenda Letter**

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**TO:** Board of Directors  
**FROM:** Martha Burdick for Trent Cave - Manager  
Napa-Vallejo Waste Management Authority  
**REPORT BY:** Trent Cave, Manager - 7072534274  
**SUBJECT:** Resolution to Designate Emergency Interim Manager

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### **RECOMMENDATION**

#### **RESOLUTION TO DESIGNATE EMERGENCY INTERIM MANAGER**

REQUESTED ACTION: Approval of Resolution #09-02 designating the Auditor Controller as the emergency interim Authority Manager.

### **EXECUTIVE SUMMARY**

In the event conditions arise that would cause the duly appointed Authority Manager to be unable to attend meetings and otherwise perform his or her duties, the Authority Board needs to make provisions for the appointment of an interim Manager. Approval of the attached Resolution will appoint the Auditor Controller to serve as the interim Authority Manager.

### **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**

In the event conditions arise that would cause the duly appointed Authority Manager to be unable to attend meetings and otherwise perform his or her duties, the Authority Board needs to make provisions for the appointment of an interim Manager. Approval of the attached Resolution will appoint the Auditor-Controller to serve as the interim Authority Manager. The Auditor- Controller currently has the knowledge and experience with Authority matters to serve as the interim Manager until such time as the appointed Manager is able to return to his or her duties, or the Authority Board takes action to replace the the Auditor Controller as the interim Authority Manager.

**SUPPORTING DOCUMENTS**

A . Resolution

Manager: Approve

Reviewed By: Martha Burdick