



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 4/7/2011

Agenda Placement: 7B

Napa-Vallejo Waste Management Authority Board Agenda Letter

TO: Board of Directors

FROM: Luthy, Richard - Executive Director
Napa-Vallejo Waste Management Authority

REPORT BY: Richard Luthy, Executive Director, Napa-Vallejo Waste Management - 707-299-1314

SUBJECT: Accountants Report on Applying Agreed-Upon Procedures for the Quarters Ended September 30, 2010 and December 31, 2010

RECOMMENDATION

DRTS QUARTERLY ACCOUNTANTS' REPORT/ADMINISTRATIVE ITEM

REQUESTED ACTION: Accept Accountants' Report on Applying Agreed-Upon Procedures for the quarters ended September 30, 2010 and December 31, 2010.

EXECUTIVE SUMMARY

Staff recommends acceptance of the Accountants' Report on Applying Agreed-Upon Procedures as they pertain to the revenues, accounts receivable and internal controls for the Devlin Road Transfer Station for the quarters ended September 30, 2010 and December 31, 2010.

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 engagement has been performed upon the request of the Authority. In accordance with the agreed-upon procedures, specific steps were performed with respect to the accounts receivable, revenue and operations of Northern Recycling Operations & Waste Services, LLC associated with Devlin Road Transfer Station.

Results of the Engagement:

The Exceptions noted during the engagement for the quarters ended September 30, 2010 and December 31, 2010 have been grouped by Exception type (i.e Accounts Receivable):

Finding Type	Sept. 30, 2010 Number of Exceptions	Dec. 31, 2010 Number of Exceptions
DRTS Site Visit	0	1
Accounts Receivable	5	3
Revenue	5	3
Internal Controls	3	2
Total Exceptions	13	9

Please see attached report for a detailed description of the exceptions, recommendations, and management responses. Please note that management's responses to each exception has been included; however, we did not review the responses, and accordingly express no opinion on them. A detailed report is available upon request.

SUPPORTING DOCUMENTS

- A . Agreed-Upon Procedures Report - September 30, 2010
- B . Agreed-Upon Procedures Report - December 31, 2010

Executive Director: Approve
Reviewed By: Martha Burdick