



NAPA-VALLEJO WASTE  
MANAGEMENT AUTHORITY

**BOARD MEMBERS**

Mary Luros <i>Member</i>	Robert McConnell <i>Chair</i>	Alfredo Pedroza <i>Vice Chair</i>	Leon Garcia <i>Member</i>
Bernie Narvaez <i>Alternate Member</i>	Hakeem Brown <i>Alternate Member</i>	Brad Wagenknecht <i>Alternate Member</i>	David Oro <i>Alternate Member</i>

**OFFICERS**

Richard Luthy <i>Executive Director</i>	Tracy Schulze <i>Auditor</i>	Martha Burdick <i>Secretary/Clerk</i>
Thomas Zeleny <i>Legal Counsel</i>		Robert Minahen <i>Treasurer</i>

**BOARD OF DIRECTORS REGULAR MEETING**  
**Thursday May 6, 2021 at 9:00 a.m.**

**Meeting to be held Via Teleconferencing Only**

Zoom Meeting: <https://countyofnapa.zoom.us/j/89188387145>

**ANNOUNCEMENT**

IN COMPLIANCE WITH THE DIRECTIVES OF THE COUNTY HEALTH OFFICER, CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC), AND THE GIVERNOR'S EXECUTIVE ORDER NO. N-29-20, THIS MEETING WILL BE STREAMED LIVE VIA ZOOM LINKS. **THERE WILL NOT BE A PHYSICAL MEETING AT THE CITY OF AMERICAN CANYON CITY HALL.** WE HAVE PROVIDED THE LINKS BELOW FOR YOUR CONVENIENCE.

JOIN ZOOM MEETING @

<https://countyofnapa.zoom.us/j/89188387145>

Meeting ID: 89188387145

Dial by your location

+1 669 900 6833 US (San Jose)

Members of the public are encouraged to participate in the meeting by submitting written comments electronically to the Executive Director at [NVWMA@countyofnapa.org](mailto:NVWMA@countyofnapa.org). This email will be monitored during the meeting. Public comments will be accepted until the Chair closes public comment for each item during the meeting. All comments will be distributed to the Board e=members and included in the records.

Submit Public Comments Via Email @:  
[NVWMA@countyofnapa.org](mailto:NVWMA@countyofnapa.org)

**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](http://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. APPROVAL OF MINUTES****A. APPROVAL OF MINUTES**

REQUESTED ACTION: Approval of Board Minutes for the April 1, 2021 Regular Meeting.

**7. CONSENT ITEMS****A. OUTSIDE AUDIT AGREEMENT**

REQUESTED ACTION: Approval of and authorization for the Chair to sign Agreement No. 2021-10 with Brown Armstrong Accountancy Corporation, to complete the Authority's annual audit in the amount of \$5,700 per year, effective May 6, 2021 through December 31, 2023, a three year term, with a provision to extend the Agreement for one additional two-year term.

**B. FY 2021 BUDGET ADJUSTMENT**

REQUESTED ACTION: Approval and authorization for the Executive Director to sign Budget Adjustment No. NVW 002, increasing the Transfer Station and Disposal Operations Professional Services Appropriations by \$600,000 and \$250,000, respectively, due to increases in received and transported tonnage for FY 2020-2021. These increased Appropriations will be offset with the use of available Fund Balance.

**8. ADMINISTRATIVE ITEMS****A. PROPOSED FISCAL YEAR 2021/2022 BUDGET STUDY SESSION**

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

1. Revenue Projections and Operations Budget; and
2. Operating and Capital Reserves; and
3. Capital Improvement Budget

**B. EXECUTIVE DIRECTOR'S REPORT**

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

**9. FACILITIES BUSINESS ITEMS****A. REPORTS FROM JURISDICTIONS**

DISCUSSION ITEM: Reports of current information relevant to the Authority by the member jurisdictions:

- i. Vallejo: Robert McConnell
- ii. Napa City: Mary Luros
- iii. Napa County: Alfredo Pedroza
- iv. American Canyon: Leon Garcia

**10. OTHER BUSINESS ITEMS****A. FUTURE AGENDA ITEMS**

DISCUSSION ITEM: Discussion of any items Board members may wish to have addressed at a future meeting date.

**11. CLOSED SESSION**

**12. ADJOURNMENT**

The next regularly scheduled meeting of the Authority Board of Directors will be held THURSDAY, JUNE 3, 2021 at 9:00 a.m.