



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 6/3/2010

Agenda Placement: 5E

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: Trent Cave, Manager - 7072534274
SUBJECT: Budget Adjustment

RECOMMENDATION

BUDGET TRANSFER:

REQUESTED ACTION: Approval and authorization for the Chair to sign the following Budget Transfers:

1. No. NVWMA-05 increasing appropriations by \$17,766 in the Salary and Benefit Accounts with offsetting revenue from Trust; and
2. No. NVWMA-06 adjusting Appropriations in the amount of \$158,000 within the Services and Supplies Accounts, with no net effect on the FY 2010 approved budget.

EXECUTIVE SUMMARY

Approval of Budget Adjustments NVWMA 005 and NVWMA 006 will increase Salary and Benefit appropriations through the end of the current Fiscal Year and true up expenditures in various Services and Supply Accounts, respectively.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	NVWMA Trust

Is it Mandatory or Discretionary? Discretionary

Discretionary Justification: The Budget adjustments are necessary to accurately reflect current expenditures within the Service and Supply accounts and to account for anticipated shortfalls in salary and benefits; a retroactive pay adjustment that was never implemented in 2006 and insufficient appropriations should the new manager come on board in the month of June 2010..

Is the general fund affected? No

Future fiscal impact: None

Consequences if not approved: There are no consequences related to NVWMA 006 as this is just a reapportionment of approved appropriations to more accurately account for expenditures within various service and supply accounts. If NVWMA 005 is not approved, the salary adjustments as iterated in the salary justification explanation above will not be implemented.

Additional Information:

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

Approval of Budget Transfer NVWMA 005 will increase Salary and Benefit appropriations by \$17,776 for the current fiscal year with offsetting revenue from the Authority Trust Fund. The requested adjustment is the sum total of:

1. Estimated appropriation shortfall of \$7,641; and
2. Estimated additional expenditures of \$6,071 related to the anticipated effective date of Authority's new manager; and
3. Retroactive salary adjustment of \$4,054 as approved in Amendment No.1 to Agreement No. 05-13 approved by the Authority Board October 5, 2006, with an effective date of July 29, 2006.

Approval of Budget Transfer NVWMA 006 in the amount of \$158,000 re-allocates budgetary savings among various Service and Supply accounts to make whole actual expenditures within those accounts. The bulk of the adjustment, \$120,000, will true up the Household Hazardous Waste account. The Proposed FY 2011 budget recognizes the appropriation shortfall in this account over recent budget cycles with an increase to requested appropriations. The remainder of the adjustment, \$47,975, redistributes savings to true up the PSS Other Account for the recently completed recruitment and contractual amendments.

SUPPORTING DOCUMENTS

None

Manager: Approve

Reviewed By: Martha Burdick