



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 7/14/2005

Agenda Placement: 5A

Napa-Vallejo Waste Management Authority Board Agenda Letter

TO: Board of Directors
FROM: Jill Pahl for Trent Cave - Manager
Napa-Vallejo Waste Management Authority
REPORT BY: Belinda Yamate, Secretary, 253-4471
SUBJECT: Management Services Agreement.

RECOMMENDATION

MANAGEMENT SERVICES AGREEMENT.

REQUESTED ACTION: Approval and authorization for the Chair to sign Authority Agreement #05-13 to engage Trent Cave as Authority Manager pursuant to the Joint Powers Agreement.

EXECUTIVE SUMMARY

The current Napa County Director of Environmental Management (Trent Cave) has announced his retirement effective July 30, 2005. Except and until the Authority exercises its option to have its own employees or contractors, the Manager of the Authority is the Director of Environmental Management. Mr. Cave is available to continue as the Authority Manager. However the County of Napa has recommended that Mr. Cave not continue has a County employee and the Authority contract directly with Mr. Cave, as authorized under the Authority's Joint Powers Agreement. The County's request is not specific to the Authority but part of a policy to remove those employees from County employment that are not under the direction of the Board of Supervisors and/or the County Executive Officer.

Currently all support services including management are provided under an agreement between the County and the Authority. In order to have Mr. Cave continue as the Authority Manager it is necessary to modify the existing agreement to remove management services and enter into a new agreement with Mr. Cave. Authority Counsel has recommended an employee contract because of the responsibility and control of the position.

The current agreement with the County for the services of the Director of Environmental Management is \$54,000 per year. The new manager employment agreement is limited to the same amount including additional employer costs. The Auditor-Controller, for payroll purposes, has determined an equivalent hourly rate of \$60.64 at an average of 16 hours per week. The hourly rate is equivalent to the hourly compensation of the Director of Environmental Management not including employee benefits.

The Authority currently has general liability insurance, except for auto, for its Directors and Officers. No additional coverage is need. The Manager will be required to provide auto insurance as required by the Authority Travel Policy.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Napa-Vallejo Waste Management Authority
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Provide for consistant management services.
Is the general fund affected?	Yes
Future fiscal impact:	Same as this year.
Consequences if not approved:	Continue with County Management Services
Additional Information:	None

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

None.

SUPPORTING DOCUMENTS

None

Manager: Approve

Reviewed By: Jill Pahl