



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 7/14/2011

Agenda Placement: 6B

Napa-Vallejo Waste Management Authority Board Agenda Letter

TO: Board of Directors
FROM: Luthy, Richard - Executive Director
Napa-Vallejo Waste Management Authority
REPORT BY: Martha Burdick, Management Analyst II - 299-1731
SUBJECT: Fixed Asset Authorization

RECOMMENDATION

ESTABLISH FIXED ASSET

REQUESTED ACTION: Executive Director requests approval of Budget Transfer NVW 001 establishing an Equipment Fixed Asset Appropriation of \$16,000, with a corresponding decrease in the Landfill Quarry Operations Appropriation, for the purchase of an all wheel drive utility vehicle for use at the American Canyon Sanitary Landfill.

EXECUTIVE SUMMARY

Approval is requested to purchase an all wheel drive utility vehicle for the American Canyon Landfill site for use by the Landfill Superintendent. Many areas of the landfill are inaccessible to on-road vehicles, particularly in wet weather, and better access is required for proper maintenance of the gas recovery and drainage systems.

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 Landfill Superintendent has been using his personal four wheel drive truck (with no compensation) for access to many parts of the landfill, however, conventional vehicles are too heavy for winter use and are not capable of accessing wells located on the side slopes, even during dry weather. With the addition of the solar project on the landfill surface, it will be even more difficult for larger vehicles to obtain access to equipment. Purchase of a small all terrain vehicle, similar to those used at agricultural sites will provide the necessary access and sufficient hauling capacity to move tools and equipment. A budget of \$16,000 should be sufficient for purchase of a vehicle that meets the minimum needs of the Authority.

SUPPORTING DOCUMENTS

None

Executive Director: Approve

Reviewed By: Martha Burdick