



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 8/6/2009

Agenda Placement: 7A

Napa-Vallejo Waste Management Authority Board Agenda Letter

TO: Board of Directors
FROM: Cave, Trent - Manager
Napa-Vallejo Waste Management Authority
REPORT BY: Trent Cave, Manager - 7072534274
SUBJECT: Staff Report on Ad Hoc Committees

RECOMMENDATION

AD HOC COMMITTEE REPORT

DISCUSSION AND POSSIBLE ACTION: Staff to present report on the Ad Hoc Committee assignments.

EXECUTIVE SUMMARY

The Board of Directors has in the past utilized ad hoc committees consisting of two Board members to investigate issues and report back to the Board of Directors with recommendations. The Board of Directors currently has authorized three (3) Ad Hoc committees as follows:

I Ad Hoc #1 (Master Plan)

This advisory committee was established in February 2007 to provide input to the Board and Manager on issues pertaining to the disposition of Oat Hill Quarry, the City of American Canyon's Oat Hill Master Plan, and funding DRTS C&D Phase 2 construction.

Recommendation: The Committee should meet one more time to resolve any remaining issues. If no ongoing issues remain the committee should be dissolved by the Board of Directors.

I Ad Hoc #2 (HDR)

This advisory committee was formed in October 2008 to review the current and potential future management structure of the Authority and to review DRTS operations and make recommendations on resolving any contractual issues. This Committee was given additional tasks over time and now includes

the following:

1. Review of the current and potential future management structure of the Authority
2. Contractual issues with DRTS operations
3. Review of a potential alternative site for disposal of a portion of municipal solid waste.
4. Develop special material rates
5. Review of conversion technology proposals

Recommendation: Tasks 3, 4, & 5 be assigned to another or new ad hoc committee

I Ad Hoc #3 (Solar)

This advisory committee was charged with the task of working with the Authority's attorney regarding possibly moving forward with a contract with Asera LLP.

Recommendation: The Board of Directors should acknowledge the work of the Ad Hoc as complete and disband the Committee.

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 Board of Directors has in the past utilized ad hoc committees consisting of two Board members to investigate issues and report back to the Board of Directors with recommendations. It is important that ad hoc committees remain task oriented and report their finding and recommendations to the full Board and then disband, otherwise they risk developing into standing committees which would have to meet different standards of Government Code.

The Board of Directors currently has authorized three (3) Ad Hoc committees as follows:

I Ad Hoc #1 (Master Plan)

This advisory committee was established in February 2007 to provide input to the Board and Manager on issues pertaining to the disposition of Oat Hill Quarry, the City of American Canyon's Oat Hill Master Plan, and funding DRTS C&D Phase 2 construction.

Current Status: The economic downturn has resulted in little interest in the development of the Authority's Oat Hill Quarry. Likewise the immediate need to expand DRTS has been delayed with the reduction of material received at the facility.

Recommendation: The Committee should meet one more time to resolve any remaining issues. If no ongoing issues remain the committee should be dissolved by the Board of Directors.

I Ad Hoc #2 (HDR)

This advisory committee was formed in October 2008 to review the current and potential future management structure of the Authority and to review DRTS operations and make recommendations on resolving any contractual issues. This Committee was given additional tasks over time and now includes the following:

1. Review of the current and potential future management structure of the Authority
2. Contractual issues with DRTS operations
3. Review of a potential alternative site for disposal of a portion of municipal solid waste.
4. Develop special material rates
5. Review of conversion technology proposals

Status: The committee has met numerous times, however discussions relating to the special materials have dominated the discussions. Tasks 1 and 2 are timely issues that need immediate attention and the additional tasks have delayed their resolution. The Committee has suggested that some of their task be assigned to another ad hoc to allow them to focus more attention on their remaining tasks.

Recommendation: Tasks 3, 4, & 5 be assigned to another or new ad hoc committee

I Ad Hoc #3 (Solar)

This advisory committee was charged with the task of working with the Authority's attorney regarding possibly moving forward with a contract with Asera LLP.

Status: This committee has accomplished its task by recommending to the full Board that the Authority enter into an "Exclusive Right to Negotiate" Agreement with Asera, LLP. This should not be construed to mean that the Boards involvement in the development of a solar project is complete; the Board may, in the future, assign new tasks to a new ad hoc committee to review issues and make recommendations to the Board of Directors.

Recommendation: The Board of Directors should acknowledge the work of the Ad Hoc as complete and disband the Committee.

SUPPORTING DOCUMENTS

None

Manager: Approve
Reviewed By: Martha Burdick