



**NAPA-VALLEJO WASTE  
MANAGEMENT AUTHORITY**

Agenda Date: 9/1/2016

Agenda Placement: 6D

## Napa-Vallejo Waste Management Authority Board Agenda Letter

---

**TO:** Board of Directors

**FROM:** Richard Luthy - Executive Director  
Napa-Vallejo Waste Management Authority

**REPORT BY:** Richard Luthy, Executive Director, Napa-Vallejo Waste Management - 707-299-1314

**SUBJECT:** Ratification of Items and actions from August 11 2016 Special Meeting

---

### **RECOMMENDATION**

#### **RATIFICATION**

**REQUESTED ACTION:** Ratify the approval of each and all of the following items by the partial Board at the special meeting on August 11, 2016, and ratify the actions, if any were taken by the Executive Director or the Board Chair based on the Boards actions, as to the following items:

#### **August 11, 2016 Special meeting Consent Calendar Items:**

##### **6.A. FY 2017 BUDGET ADJUSTMENT**

**REQUESTED ACTION:** Approval and authorization for the Executive Director to sign the following budget adjustment with offsetting revenues from Fund Balance:

1. NVW 001 establishing FY 2017 Professional Services Appropriations in the amount of \$19,000 and Infrastructure Appropriations in the amount of \$226,000 for the ACSL Seismic Tank Project 14811, for a total amount of \$245,000; and
2. NVW 001 adjusting FY 2017 Professional Services Appropriations by \$278,000 and Infrastructure Appropriations by \$2,000,000 for a total of \$2,278,000 for the DRTS Phase 2 Project 15811.

##### **6.B. AMEND AGREEMENT 2016-02**

**REQUESTED ACTION:** Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement 2016-02 with RGH Consultants, increasing the amount by \$500 for a new maximum of \$9,719, for services related to the completion of the American Canyon Storage Tank Seismic Upgrade Project 14811.

##### **6.C. AMEND AGREEMENT 2016-03**

**REQUESTED ACTION:** Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement 2016-03 with Terra Firma Surveys Inc., increasing the amount by \$1,000 for a new

maximum of \$9,840, for services related to the American Canyon Storage Tank Seismic Upgrade Project 14811.

### **EXECUTIVE SUMMARY**

On August 11, 2016, at special meeting of the Authority's Board, the Board Members then present approved that meeting's consent calendar. The approval was unanimous, with affirmative votes from Members Garcia and Sedgley, and Napa County Supervisor Wagenknecht (acting in the capacity as an alternate to Member Pedroza), with Member Malgapo being absent. To make it clear and to affirm that those items were properly approved by a quorum of the Board and were effective as of that date, staff recommends that the full Board of NVWMA, approve the following motion:

- 1) To ratify the approval of each and all of the Consent Calendar items by the partial Board at the special meeting on August 11, 2016, and
- (2) to ratify the actions, based on that approval, which were taken by the Executive Director or the Board Chair

### **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**

On August 11, 2016, at special meeting of the Authority's Board, the Board Members then present approved that meeting's consent calendar. The approval was unanimous, with affirmative votes from Members Garcia and Sedgley, and Napa County Supervisor Wagenknecht (acting in the capacity as an alternate to Member Pedroza), with Member Malgapo being absent.

Based on that approval by the Board, the Executive Director signed the Budget Adjustments described by Item 6.A. on the Consent calendar, and the Board Chair signed the contract amendments described by Items 6.B. and 6.C. on the Consent calendar.

Recommended Action:

To make it clear and to affirm that those items were properly approved by a quorum of the Board and were effective as of that date, staff recommends that the full Board of NVWMA, approve the following motion:

- 1) To ratify the approval of each and all of the following items by the partial Board at the special meeting on August 11, 2016, and
- (2) to ratify the actions, based on that approval, which were taken by the Executive Director or the Board Chair as to the following items:.

**6. CONSENT ITEMS****A. FY 2017 BUDGET ADJUSTMENT**

REQUESTED ACTION: Approval and authorization for the Executive Director to sign the following budget adjustment with offsetting revenues from Fund Balance:

1. NVW 001 establishing FY 2017 Professional Services Appropriations in the amount of \$19,000 and Infrastructure Appropriations in the amount of \$226,000 for the ACSL Seismic Tank Project 14811, for a total amount of \$245,000; and
2. NVW 001 adjusting FY 2017 Professional Services Appropriations by \$278,000 and Infrastructure Appropriations by \$2,000,000 for a total of \$2,278,000 for the DRTS Phase 2 Project 15811.

**B. AMEND AGREEMENT 2016-02**

REQUESTED ACTION: Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement 2016-02 with RGH Consultants, increasing the amount by \$500 for a new maximum of \$9,719, for services related to the completion of the American Canyon Storage Tank Seismic Upgrade Project 14811.

**C. AMEND AGREEMENT 2016-03**

REQUESTED ACTION: Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement 2016-03 with Terra Firma Surveys Inc., increasing the amount by \$1,000 for a new maximum of \$9,840, for services related to the American Canyon Storage Tank Seismic Upgrade Project 14811.

**SUPPORTING DOCUMENTS**

None

Executive Director: Approve

Reviewed By: Martha Burdick