



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 9/13/2012

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

SUBJECT: Authorize Letter Agreement with City of Napa for Sharps Collection Event

RECOMMENDATION

LETTER OF AGREEMENT:

REQUESTED ACTION: Approval and authorization for the Executive Director to enter into a Letter of Agreement with the City of Napa for reimbursement to the Authority of costs associated with the Sharps Collection event on September 29, 2012.

EXECUTIVE SUMMARY

The City of Napa is planning to host a free public sharps collection event on September 29. Last year, the Authority agreed, informally, to an arrangement allowing the City to use the Authority's current Household Hazardous Waste agreement with PSC to provide equipment and disposal for the event. The mechanism to accomplish this was for the Authority to pay PSC directly for the services they provided during the sharps event and be reimbursed by the City. The cost of last year's event was under \$3,000.

This year, the Auditor/Controller has raised legal and procedural questions about continuing this informal past practice. In order to resolve these issues for the September 29 event, and potential similar future events, staff is proposing a letter agreement between the Authority and City that would provide the formal basis for continuing this past practice.

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 City of Napa is planning to host a free public sharps collection event on September 29. Last year, the Authority agreed, informally, to an arrangement allowing the City to use the Authority's pricing under the current Household Hazardous Waste agreement with PSC. The mechanism to accomplish this was for the Authority to pay PSC directly for their services during the sharps event and be reimbursed by the City. The cost of last year's event was under \$3,000.

This year, the Auditor/Controller has raised legal and procedural questions about continuing this informal past practice. In order to resolve these issues for the September 29 event, and potential future events, staff is proposing a Letter of Agreement between the Authority and City that would provide a formal basis for continuing this past practice.

SUPPORTING DOCUMENTS

None

Executive Director: Approve

Reviewed By: Martha Burdick