



Upper Valley Waste Management Agency **Board Agenda Letter**

TO: Board of Directors

FROM: Steven Lederer - Manager
Upper Valley Waste Management Agency

REPORT BY: Steven Lederer, Director, Public Works - 259-8228

SUBJECT: Budget Amendment, Approval of County Proposal, Approval of Yount Grant Agreement NOFA 2020

RECOMMENDATION

NOTICE OF FUNDS AVAILABILITY

REQUESTED ACTION: Staff requests:

1. Approval of a revision to the fiscal year 2020/2021 budget as shown in the attached budget spreadsheet (4/5 Vote Required), moving \$400,000 from reserves to operations to fund NOFA awards and \$55,000 to fund increased legal services; and,
2. Presentation of the Napa County submittal for financial support of waste related projects in response to the Notice of Funds Availability (NOFA) issued on February 10, 2020, and request for Board to take action to award funds based on that proposal; and,
3. Approve the attached agreement between the Agency and the Town of Yountville, and authorize the Agency Manager to sign this agreement and an agreement of similar form with each Member requesting funds, except the agreement between the Agency and County will be signed by the Board Chair for the Agency in order to avoid an appearance of a conflict of interest with the Agency Manager.

EXECUTIVE SUMMARY

As a result of the 2017 fires, a large amount of debris from both Napa and Sonoma was disposed of at the Clover Flat Landfill (CFL). Since the Agency derives its revenue from the amount of waste disposed of at CFL, a significant amount of funds, beyond what is needed for the daily needs of the Agency, was accumulated. The Agency Board voiced an interest in putting this money back into the community, assisting its members in implementing projects that are related to the Agency's mission. The Board authorized issuance of a Notice of Funds Availability (NOFA), which was distributed to each of the members on February 10, 2020. There is \$400,000 available to distribute, and while there are four member jurisdictions, the Board left the actual "split" of funds to be determined by later Board action.

St. Helena and Yountville have both submitted proposed projects, which were approved at a previous

meeting. The County has now submitted a request to fund 5 mobile security cameras (total cost of about \$2,500), which will be placed at various locations to deter and/or catch illegal dumpers. The County also requests funds to purchase four message Boards (total cost of about \$81,000) which will be regularly used for community education about recycling and anti-dumping. The projects meet the criteria for award and, in the opinion of the Agency Manager, are beneficial and within the mission of the Agency. To account for any minor price variations, the County requests \$90,000, but will only claim the actual costs of the units once purchased. The Board retains the absolute discretion to award funds for the project or not, and can chose to award none, some, or all of the funds requested.

Additionally, in order to pay the two previously awarded grants, as well as this item and presumably a submittal from Calistoga at some point, the Agency Manager requests the Board approve the revised budget to move \$400,000 for the NOFA and \$55,000 for legal services related to the contract negotiations from reserves into the operating budget, and finally to approve an agreement with Yountville for their NOFA submittal.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	UVA Reserves; after these transfers there will be about \$50,000 in the UVA reserves, above the \$35,000 minimum level set in Board policy.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Board determined it would be useful to provide funds to the member agencies to perform certain projects that are within the mission of the Agency.
Is the general fund affected?	No
Future fiscal impact:	None
Consequences if not approved:	The funds will remain in the Agency reserves.
County Strategic Plan pillar addressed:	
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: General Rule. It can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable. [See Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061(b)(3)].

BACKGROUND AND DISCUSSION

As a result of the 2017 fires, a large amount of debris from both Napa and Sonoma was disposed of at the Clover Flat Landfill (CFL). Since the Agency derives its revenue from the amount of waste disposed of at CFL, a significant amount of funds, beyond what is needed for the daily needs of the Agency, was accumulated. The Agency Board voiced an interest in putting this money back into the community, assisting its members in

implementing projects that are related to the Agency's mission. The Board authorized issuance of a Notice of Funds Availability (NOFA), which was distributed to each of the members on February 10, 2020. There is \$400,000 available to distribute, and while there are four member jurisdictions, the Board left the actual "split" of funds to be determined by later Board action.

St. Helena and Yountville both submitted proposed projects which were previously approved. Yountville requested funds to purchase equipment, specifically a new mulching lawn mower, and new trash and recycling containers and lids, for \$77,679.56. St. Helena has requested assistance with the Money Way Recycling Consolidation Project to better manage waste in a congested portion of the downtown for \$120,000. The County has now submitted a request for 5 mobile security cameras (total cost of about \$2,500), which will be placed at various locations to deter or catch illegal dumpers. The County also requests the purchase of four message Boards (total cost of about \$81,000) which will be regularly used for community education about recycling and anti-dumping. To account for any minor price variations, the County requests \$90,000, but will only claim the actual costs of the units once purchased.

Today's actions move the full amount of \$400,000 from reserves to operations so as to be able to pay the requests as they arrive (Yountville has already submitted the request and documentation for payment). \$55,000 is also transferred to cover legal expenses related to the contract negotiations. The Agency Manager will reimburse the members for their appropriate expenses. Today's action also requests the Board approve the attached agreement with the Town of Yountville, and authorize the Agency Manager to sign this and execute an agreement in similar form with each agency requesting funds. In the case of the County Agreement, since the Agency Manager is also a County employee, the Agency Manager will sign for the County, and the Board Chair will sign for the Agency.

SUPPORTING DOCUMENTS

A . Grant Agreement with Town of Yountville

B . Proposed Revised Budget

Recommendation: Approve

Reviewed By: Steven Lederer