

Napa-Vallejo Waste Management Authority

City of American Canyon
City Council Meeting Chambers
4381 Broadway Street, Ste 201 - American Canyon, CA 94503



Agenda

**Thursday, July 11, 2024
10:00 AM**

4381 Broadway Street, Ste 201 - American Canyon, CA 94503

Napa-Vallejo Waste Management Authority

*Leon Garcia, Chair
Robert McConnell, Vice Chair
Mary Luros, Member
Alfredo Pedroza, Member
Anne Cottrell, Alternate Member
David Oro, Alternate Member
Tina Arriola, Alternate Member
Bernie Narvaez, Alternate Member*

*Chris Celsi, Executive Director
Tracy Schulze, Auditor
Marie Nicholas, Secretary/Clerk
Thomas C. Zeleny, Legal Counsel
Robert Minahen, Treasurer*

Members of the public are encouraged to participate in the meeting by submitting written comments electronically to the Executive Director at NVWMA@countyofnapa.org. This email will be monitored during the meeting. Public comments will be accepted until the Chair closes public comment for each item during the meeting. All comments will be distributed to the Board members and included in the records.

**Submit Public Comments Via Email @:
NVWMA@countyofnapa.org**

GENERAL INFORMATION

The Napa-Vallejo Waste Management Authority meets the 2nd Thursday of each month at 10:00 A.M. at 4381 Broadway Street, Suite 201, American Canyon, California 94503. The meeting room is wheelchair accessible. Requests for disability related modifications or accommodations, aids or services may be made no less than 72 hours prior to the meeting date by contacting 707 253-4471.

The Agenda is divided into two sections:

CONSENT ITEMS

These matters typically include routine financial or administrative actions, as well as final adoption of ordinances that cannot be both introduced and adopted at the same meeting. Any item on the CONSENT CALENDAR will be discussed separately at the request of any person. CONSENT CALENDAR items are usually approved with a single motion.

ADMINISTRATIVE ITEMS

These items include significant policy and administrative actions, and are classified by program areas. Immediately after approval of the CONSENT CALENDAR, ADMINISTRATIVE ITEMS will be considered.

All materials relating to an agenda item for an open session of a regular meeting of the Napa-Vallejo Waste Management Authority which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of, but prior to the meeting, will be available for public inspection, at the time of such distribution, in the office of Auditor Controller, 1195 Third Street, Suite B-10, Napa CA 94559, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or Napa Vallejo Waste Management staff, and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA, please proceed to the rostrum and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board.

AGENDA AVAILABLE ONLINE AT www.countyofnapa.org

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT

In this time period, anyone who wishes to speak to the Authority Board of Directors regarding any subject over which the Board has jurisdiction, that is not on the agenda, or to request consideration to place an item on a future Board agenda, may do so at this time. Individuals will be limited to a three minute presentation. The Board of Directors will take no action as a result of any item presented at this time.

5. PRESENTATIONS AND COMMENDATIONS
6. APPROVAL OF MINUTES

- A. Approval of Board Minutes for the June 13, 2024 Regular Meeting. [24-1148](#)
Attachments: [6-13-24 Minutes](#)

7. CONSENT ITEMS

- A.
 1. STUDY SESSION: Staff to present outline of new C&D Facility Project for discussion: [24-1147](#)
 1. Reasons for proposed C & D building: safety, traffic flow, dust mitigation, environmental, aesthetics.
 2. Engineering & Construction costs: preliminary estimations.
 - B. Approval and Authorization for the Executive Director to sign a Budget Amendment request, carrying forward the remaining balance of \$1,010,538 for FY 2023-2024. The carry forward of \$1,010,538 is in addition to the already approved FY 2024-2025 budget of \$9,470,000. The total amount for the contract is \$10,480,538. [24-1152](#)
 - C. FY 2024 BUDGET AMENDMENT [24-1190](#)

Approval and authorization for the Executive Director to sign a Budget Amendment request to increase appropriations by \$12,000 to cover a 10% increase not anticipated in the budget for 2024-2025.

8. ADMINISTRATIVE ITEMS

- A. Executive Director to report on Authority related activities. [24-1149](#)
Approving Authority: Napa-Vallejo Waste Management Authority

9. FACILITIES BUSINESS ITEMS

10. OTHER BUSINESS ITEMS

- A. Discussion of any items Board members wish to have addressed at a future meeting date. [24-1150](#)
- B. Reports of current information relevant to the Authority by the member jurisdictions: [24-1151](#)
- C. The Executive Director will host a tour of the Devlin Road Transfer Station for the Board. The tour will be the last item taken on the agenda, and the meeting will be adjourned at the Transfer Station after the tour is finished [24-1189](#)

11 CLOSED SESSION

12. ADJOURNMENT

The next regularly scheduled meeting of the Authority Board of Directors will be held on August 8, 2024.

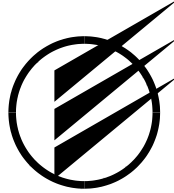


Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 7/11/2024

File ID #: 24-1148



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY
MINUTES OF THE THURSDAY JUNE 13, 2024**

10:00 A.M. REGULAR MEETING OF THE BOARD OF DIRECTORS

1. CALL TO ORDER

The Napa-Vallejo Waste Management Authority met Thursday, June 13, 2024, at the City of American City Hall. Chair Garcia called the meeting to order at 10:00 a.m.

2. ROLL CALL

The following Directors were present: Director Pedroza, Director Luros, Vice-Chair McConnell, and Chair Garcia.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT – NONE

5. PRESENTATIONS AND COMMENDATIONS - NONE

6. APPROVAL OF MINUTES

A. APPROVAL OF MINUTES

Approval of Board Minutes for the May 9, 2024 Regular Meeting.

Item 6A: Approved as submitted ML-RM

7. CONSENT ITEMS

A. REQUESTED ACTION: Approval and authorization for the Chair to sign Agreement 2025-02 with Harsco Corporation, dba Clean Earth, for operation of the Household Hazardous Waste Collection Facility and for conducting periodic hazardous waste collection events, for the term July 1, 2024 to June 30, 2027 with an annual amount not to exceed \$1,000,000.

B. Requested Action: Approval to excuse accounts totaling \$1,691.06 for payments owed to the Devlin Road Transfer Station due to the inability to locate or collect the outstanding amounts from a responsible party.

Item 7A & 7B: Approved as submitted AP-ML

8. ADMINISTRATIVE ITEMS

A. Adoption of Resolution No. 2025-01 approving the recommended final Budget for Fiscal Year 2024/2025 (weighted vote required).

B. Executive Director to report on Authority related activities.

9. FACILITIES BUSINESS ITEMS - NONE

10. OTHER BUSINESS ITEMS

A. FUTURE AGENDA ITEMS

B. REPORTS FROM JURISDICTIONS

DISCUSSION ITEM: Reports of current information relevant to the Authority by the member jurisdictions:

- i. Vallejo: - No Report
- ii. Napa City: - Kevin Miller reported for the City
- iii. Napa County: - No Report
- iv. American Canyon: - Chair Garcia reported for the City

Item 10B Reports only – No Taken Action

11. CLOSED SESSION

12. ADJOURNMENT

The Meeting adjourned at 10:40 A.M. The next meeting of the Authority Board of Directors will be a Regular Meeting to be held on July 11, 2024.

ATTEST: Marie Nicholas
Marie Nicholas, NVWMA Secretary

KEY

Vote: RM=Robert McConnell, AP=Alfredo Pedroza, LG=Leon Garcia, ML=Mary Luros
The maker of the motion and second are reflected respectively in the order of the recorded vote.
Notations next to vote: N = No; X = Excused; A = Abstain; B = Absent



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 7/11/2024

File ID #: 24-1147

TO: Napa-Vallejo Waste Management Authority Board of Directors
FROM: Chris Celsi, Executive Director
REPORT BY: Chris Celsi, Executive Director
SUBJECT: Study Session - C&D Facility Project

RECOMMENDATION

1. STUDY SESSION: Staff to present outline of new C&D Facility Project for discussion:
 1. Reasons for proposed C & D building: safety, traffic flow, dust mitigation, environmental, aesthetics.
 2. Engineering & Construction costs: preliminary estimations.

EXECUTIVE SUMMARY

The Authority (NVWMA) currently conducts processing of construction and demolition debris (C&D) to recover recyclable materials at an outdoor location at the Devlin Road Transfer Station (DRTS). For several years, the Authority has recognized the benefits of moving this operation to an indoor location, such as improving employee and public safety, improving site traffic flow, reducing windblown dust, removing more pollutants from stormwater runoff, and enhancing the overall aesthetics of the operation. However, due to limitations in the size of the site and funding constraints, a suitable location for a C&D processing building was not available on the existing site.

In 2017, the Authority purchased a 15.6-acre parcel of property adjoining the southern boundary of the current transfer station site. Purchase of this additional acreage provided an ideal location for a C&D building as well as adding buffer between DRTS and surrounding businesses. In 2018, an engineering feasibility study prepared for the NVWMA by J.R. Miller and Associates provided additional design details for a 131,000 square foot C&D building on the newly acquired site.

The former owner of the parcel purchased by the Authority, Napa Airport Corporate Center (NACC), had included the parcel in a larger development project and a 254,000 square foot industrial/warehouse building was proposed for the site. The site was included in an EIR prepared for the overall development project in 2018, and extensive environmental review of the site was conducted. The original CEQA work for the NACC project was performed by First Carbon Solutions (FCS) in Walnut Creek. The American Canyon City Council certified the NACC EIR in June 2018.

In December 2019, the Authority hired First Carbon Solutions (FCS) to evaluate the proposed C&D facility against the conclusions of the NACC EIR to determine if any new or more severe environmental impacts would result. FCS prepared an Initial Study and Addendum (IS/Addendum) to the original EIR in order to document the environmental impacts, if any, of those changes. They found the conclusions of the NACC EIR would remain unchanged. The IS/Addendum and related Mitigation and Monitoring Program prepared by FCS were recommended for adoption by the NVWMA Board.

FCS found the smaller C&D Building project had significantly lower environmental impacts than the former warehouse project on the site. The warehouse generated significant additional traffic and the associated greenhouse gas emissions associated with that traffic. The C&D Building generates no additional traffic because it simply moves an existing process into an enclosed area. It provides environmental benefits by reducing potential dust emissions and potential contamination of stormwater runoff from the current C&D operation. The C&D building would not result in any new or more severe environmental impacts than previously disclosed in the NACC EIR. The NVWMA Board adopted the FCS findings at the August 6, 2020, Board meeting.

In July 2022, the Authority contracted with Sonoma RSA, dba RSA+ to provide engineering, architectural and related services to support design and construction of the Devlin Road Transfer Station C&D Building. Since July 2022, the Authority has been meeting with RSA+ and their subcontractors on a monthly basis to discuss and implement plans for this capital project.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	2020-2025 Budgets
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	DRTS Site Improvement
Is the general fund affected?	Yes
Future fiscal impact:	Reserves will be used
Consequences if not approved:	DRTS' operations could see long term difficulties

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: 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



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 7/11/2024

File ID #: 24-1152

TO: Napa-Vallejo Waste Management Authority Board of Directors
FROM: Chris Celsi, Executive Director
REPORT BY: Chris Celsi, Executive Director
SUBJECT: Budget Amendment for design of C&D Facility (Sonoma RSA, Inc.)

RECOMMENDATION

Approval and Authorization for the Executive Director to sign a Budget Amendment request, carrying forward the remaining balance of \$1,010,538 for FY 2023-2024. The carry forward of \$1,010,538 is in addition to the already approved FY 2024-2025 budget of \$9,470,000. The total amount for the contract is \$10,480,538.

EXECUTIVE SUMMARY

Sonoma RSA, Inc. is providing engineering, architectural, and related services to the Authority for the new Construction and Demolition Facility at the Devlin Road Transfer Station. The account balance at the end of Fiscal Year 2023-2024 was \$1,010,538. For Fiscal Year 2024-2025, the amount of \$9,470,000 was budgeted and approved by the Board. Due to the uncertainty of completed work at the time the budget was prepared, Authority staff requests to carry over the remaining balance of \$1,010,538 from Fiscal Year 2023-2024 in addition to the already approved FY 2024-2025 budget in the amount of 9,470,000. The total amount for the contract is \$10,480,538.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Is it Mandatory or Discretionary?	Discretionary
Is the general fund affected?	No
Future fiscal impact:	None
Consequences if not approved:	Future Invoices cannot be paid

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



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 7/11/2024

File ID #: 24-1190

TO: Napa-Vallejo Waste Management Authority Board of Directors
FROM: Chris Celsi, Executive Director
REPORT BY: Chris Celsi, Executive Director
SUBJECT: Budget Amendment to increase Appropriations - Insurance Package Renewal

RECOMMENDATION

FY 2024 BUDGET AMENDMENT

Approval and authorization for the Executive Director to sign a Budget Amendment request to increase appropriations by \$12,000 to cover a 10% increase not anticipated in the budget for 2024-2025.

EXECUTIVE SUMMARY

Malloy, Imrie & Vasconi Insurance Services has increased the Property and Earthquake coverage for 2024-2025 not anticipated in the budget for 2024-2025. The increased Appropriations will be offset with the use of available Fund Balance.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary
Is the general fund affected?	Yes
Future fiscal impact:	None
Consequences if not approved:	Invoices for services provided cannot be paid.

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.



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 7/11/2024

File ID #: 24-1149

TO: Napa-Vallejo Waste Management Authority Board of Directors
FROM: Chris Celsi, Executive Director
REPORT BY: Chris Celsi, Executive Director
SUBJECT: Executive Director's Report

RECOMMENDATION

Executive Director to report on Authority related activities.

EXECUTIVE SUMMARY

The Executive Director will report on recent activities relating to the Authority.

FISCAL & STRATEGIC PLAN 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 Executive Director will report on recent activities concerning the Authority.



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 7/11/2024

File ID #: 24-1150

TO: Napa-Vallejo Waste Management Authority Board of Directors
FROM: Chris Celsi, Executive Director
REPORT BY: Chris Celsi, Executive Director
SUBJECT: Future Agenda Items

RECOMMENDATION

Discussion of any items Board members wish to have addressed at a future meeting date.

EXECUTIVE SUMMARY

Discussion of any items Board members wish to have addressed at a future meeting date.

FISCAL & STRATEGIC PLAN 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.



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 7/11/2024

File ID #: 24-1151

TO: Napa-Vallejo Waste Management Authority Board of Directors
FROM: Chris Celsi, Executive Director
REPORT BY: Chris Celsi, Executive Director
SUBJECT: Reports from Jurisdictions

RECOMMENDATION

Reports of current information relevant to the Authority by the member jurisdictions:

EXECUTIVE SUMMARY

- i. Vallejo: Robert McConnell
- ii. Napa City: Mary Luros
- iii. Napa County: Alfredo Pedroza
- iv. American Canyon: Leon Garcia

FISCAL & STRATEGIC PLAN 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.



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 7/11/2024

File ID #: 24-1189

TO: Napa-Vallejo Waste Management Authority Board of Directors
FROM: Chris Celsi, Executive Director
REPORT BY: Chris Celsi, Executive Director
SUBJECT: Board Tour of Devlin Road Transfer Station

RECOMMENDATION

The Executive Director will host a tour of the Devlin Road Transfer Station for the Board. The tour will be the last item taken on the agenda, and the meeting will be adjourned at the Transfer Station after the tour is finished.

EXECUTIVE SUMMARY

N/A

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No
Is it Mandatory or Discretionary? Discretionary

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: ENVIRONMENTAL DETERMINATION: The proposed activity is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.