

Napa-Vallejo Waste Management Authority

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



Agenda - Final

Monday, June 16, 2025
4:00 PM

Napa-Vallejo Waste Management Authority

Mary Luros, Chair
Andrea Sorce, Vice Chair
Belia Ramos, Member
Pierre Washington, Member
Bernie Narvaez, Alternate Member
Peter Bregenzer, Alternate Member
Liz Alessio, Alternate Member
David Oro, 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 May 19, 2025 Regular Meeting. [25-935](#)
Attachments: [5-19-25 Minutes](#)

7. CONSENT ITEMS

- A. Staff is requesting approval and authorization for the Chair to sign the first Amendment for Agreement 2024-03 with R3 Consulting Group, Inc. for an additional \$20,000, with an adjusted total contract amount not to exceed \$130,000. This increase will be for assistance to create a new website for the Napa-Vallejo Waste Management Authority. [25-801](#)
Attachments: [1st Amendment 2024-03](#)
 - B. Requested Action: Approval to excuse one account in the amount of \$1,303.00 owed to the Devlin Road Transfer Station due to the inability to locate or collect the outstanding amounts from a responsible party. [25-1019](#)

8. ADMINISTRATIVE ITEMS

- A. Adoption of Resolution No. 2026-01 approving the recommended final Budget for Fiscal Year 2025-2026 (weighted vote required) [25-938](#)
Attachments: [Resolution 2026-01](#)
[25-26 Budget Exhibit A](#)
 - B. Executive Director to report on Authority related activities. [25-1017](#)

9. FACILITIES BUSINESS ITEMS

10. OTHER BUSINESS ITEMS

- A. Discussion of any items Board members wish to have addressed at a future meeting date. [25-965](#)

- B.** Reports of current information relevant to the Authority by the member jurisdictions: [25-966](#)

11 CLOSED SESSION

12. ADJOURNMENT

The next regularly scheduled meeting of the Authority Board of Directors will be held July 21, 2025.



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 6/16/2025

File ID #: 25-935

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

RECOMMENDATION

Approval of Board Minutes for the May 19, 2025 Regular Meeting.

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

Please refer to the attached May 19, 2025 Minutes.



1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT – NONE

5. PRESENTATIONS AND COMMENDATIONS – NONE

6. APPROVAL OF MINUTES

A. APPROVAL OF MINUTES

Item 6A: **Approved as submitted** **PW-AS**

7. CONSENT ITEMS

Additionally, the Executive Director is requesting a Budget Amendment for FY 2025-2026 to increase appropriations by \$95,000 to replace aged compressors and a dryer for our current leachate system.

C. 1. Adopt the resolution amending the Bylaws to reschedule regular meetings that fall on holidays to the second Monday of that month; and approve the meeting calendar for the remainder of 2025 and January 2026.

- D. Staff requests acceptance of the Authority's FY 2024/2025 1st, 2nd and 3rd Quarterly financial report (July 1, 2024 to March 31, 2025).
- E. Third Amendment to Agreement 2021-11 - AS NEEDED CIVIL ENGINEERING SERVICES
REQUESTED ACTION: Approval and authorization for the Chair to sign Agreement 2021-11 with Bartelt Engineering in the amount of \$65,000 per contract year, effective July 1, 2025, through June 30, 2026, with extension provisions, to provide as-needed civil engineering services to support operation, maintenance and permitting needs for Devlin Road Transfer Station and American Canyon Sanitary Landfill.
- F. REQUESTED ACTION: Approval and authorization for the Chair to sign the Fifth Amendment to Agreement No. 2020-02 with WSP USA Inc. to provide operations, monitoring, and maintenance, compliance reporting and non-routine services for the American Canyon Sanitary Landfill, for the term July 1, 2025 to June 30, 2026 with an annual amount not to exceed \$189,966.

8. ADMINISTRATIVE ITEMS

- A. STUDY SESSION: Staff to present draft FY 25/26 budget for discussion.
- B. Executive Director to report on Authority related activities.

Item 8A & 8B: **Approved as submitted LA-PW**

9. FACILITIES BUSINESS ITEMS – NONE

10. OTHER BUSINESS ITEMS - NONE

- A. **FUTURE AGENDA ITEMS** – Discussion of any items Board members wish to have addressed at a future meeting date.

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: - No Report

Item 10B Reports only – No Taken Action

11. CLOSED SESSION - NONE

12. ADJOURNMENT

The Meeting adjourned at 4:36 P.M. The next meeting of the Authority Board of Directors will be a Regular Meeting to be held on June 16, 2025.

ATTEST: Marie Nicholas
Marie Nicholas, NVWMA Secretary

KEY

Vote: PW=Pierre Washington, ML=Mary Luros, BR=Belia Ramos, AS=Andrea Sorce
LA=Liz Allesio, BN=Bernie Narvaez

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:** 6/16/2025

File ID #: 25-801

TO: Napa-Vallejo Waste Management Authority Board of Directors
FROM: Chris Celsi, Executive Director
REPORT BY: Chris Celsi, Executive Director
SUBJECT: First Amendment - R3 Consulting Group - Implementation of NVWMA Website

RECOMMENDATION

Staff is requesting approval and authorization for the Chair to sign the first Amendment for Agreement 2024-03 with R3 Consulting Group, Inc. for an additional \$20,000, with an adjusted total contract amount not to exceed \$130,000. This increase will be for assistance to create a new website for the Napa-Vallejo Waste Management Authority.

EXECUTIVE SUMMARY

Napa-Vallejo Waste Management Authority (NVWMA) is requesting consideration of a contract extension. Previously, staff hired R3 Consulting Group, Inc. to aid the Authority in reviewing scope of services, contract negotiations with Northern Recycling Operations and Waste Services (NROWS) and conduct rates and services survey to determine appropriate gate fees at Devlin Road Transfer Station. R3 Consulting Group is very familiar with solid waste practices in the NVWMA service area. They are well-qualified to implement a new website for NVWMA. Staff feels a website dedicated to NVWMA and its purpose will allow users of the website pertinent information about overall services the Authority provides.

The request is to increase the appropriations for FY 2025-26 by \$20,000 to cover the costs to implement a new website for the Napa Vallejo Waste Management Authority.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Operating Expenses - Devlin Road Transfer Station
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	R3 Consulting Group has the expertise staff needed to create a new website for NVWMA.

Consequences if not approved:

NVWMA may not be able to provide customers and potential customers information of NVWMA services.

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

**FIRST AMENDMENT TO
NAPA-VALLEJO WASTE MANAGEMENT AUTHORITY
AGREEMENT NO. 2024-03**

PROFESSIONAL SERVICES AGREEMENT

THIS FIRST AMENDMENT TO AGREEMENT 2024-03 is made and entered into as of this 16th day of June, 2025, by and between the Napa-Vallejo Waste Management Authority, a joint powers authority organized under the laws of the State of California pursuant to Government Code section 6500 et seq., hereinafter referred to as "AUTHORITY," and R3 Consulting Group, Inc., whose business address 1512 is Eureka Road, Suite 220, Roseville, CA 95661, hereinafter referred to as "CONSULTANT." AUTHORITY and CONSULTANT will be referred to from time to time in this agreement individually as "Party" and collectively as "Parties."

RECITALS

WHEREAS, the Parties entered into Agreement 2024-03 ("Agreement") for CONSULTANT to assist the AUTHORITY in reviewing and possibly negotiating a new or extended contract for the operation of the Devlin Road Transfer Station; and

WHEREAS, discussion regarding a new or extended contract for the operation of the Devlin Road Transfer Station have been longer and required more effort than anticipated, and the Agreement with CONSULTANT will expire on June 30, 2025; and

WHEREAS, the AUTHORITY desires to extend the Agreement and add services to create an AUTHORITY website to potentially include gate rates, hours of operation, links to member agencies' local haulers, and other relevant information; and

WHEREAS, the Parties wish to amend the Agreement to extend the contract duration to June 30, 2026, add services to create a website for the Authority, and increase the contract amount by \$20,000;

NOW, THEREFORE, in consideration of the recitals stated above and the mutual obligations of the Parties expressed herein, the Parties agree to amend the Agreement as follows:

TERMS

1. Section 1 of the Agreement is amended to read in full as follows:

1. **Term of the Agreement.** The term of this Agreement shall commence on September 14, 2023, and shall expire on June 30, 2026, unless terminated earlier in accordance with Paragraphs 9 (Termination for Cause), 10 (Other Termination) or 23(a)

(Covenant of No Undisclosed Conflict); except that the obligations of the Parties under Paragraphs 7 (Insurance) and 8 (Indemnification) shall continue in full force and effect after said expiration date or early termination in relation to acts or omissions occurring prior to such dates during the term of the Agreement, and the obligations of CONSULTANT to AUTHORITY shall also continue after said expiration date or early termination in relation to the obligations prescribed by Paragraphs 15 (Confidentiality), 20 (Taxes) and 21 (Access to Records/Retention).

2. Section 2 of the Agreement is amended to read in full as follows:

2. **Scope of Services.** CONSULTANT shall provide AUTHORITY those services set forth as Tasks 1 through 4 in accordance with CONSULTANT'S proposal dated August 29, 2023, attached hereto as "Exhibit "A" and hereby incorporated by reference. CONSULTANT shall also provide those services set forth as Task 5 in Exhibit "A," but only upon the prior written authorization of the AUTHORITY, as such services may not be necessary depending on the outcome of Tasks 1 through 4. CONSULTANT shall also assist AUTHORITY in the development of a new website with information relevant to AUTHORITY, to be determined by AUTHORITY's Executive Director.

3. Section 3 of the Agreement is amended to read in full as follows:

3. **Compensation.**

(a) Rates. In consideration of CONSULTANT's performance of Tasks 1 through 4, AUTHORITY shall pay CONSULTANT the amount of FIFTY THOUSAND DOLLARS (\$50,000) in three installments, as set forth in Exhibit "A," based on equivalent amounts of work on Tasks 1 through 4 having been completed. In consideration of CONSULTANT's performance of Task 5, should such work be authorized by AUTHORITY, AUTHORITY shall pay CONSULTANT the amount of SIXTY THOUSAND DOLLARS (\$60,000) in three equal installments, as set forth in Exhibit "A," based on equivalent amounts of work on Task 5 having been completed. For services relate to the development of a new website, AUTHORITY shall pay CONSULTANT at the hourly rates set forth in Exhibit "B," attached hereto and hereby incorporated by reference.

(b) Expenses. Travel and other expenses are already included in the amounts set forth in this section. Expenses incurred in the development of a new website shall be reimbursed at the rates set forth in Exhibit "B."

(c) Maximum Amount. Notwithstanding subparagraphs (a) and (b), the maximum payments for professional services under this Agreement shall not exceed a total of ONE HUNDRED FORTY THOUSAND DOLLARS (\$130,000); provided, however, that the amount for the development of a new website shall not be construed as a guaranteed sum, and compensation shall be based upon services actually provided and reimbursable expenses actually incurred.

4. This First Amendment represents all the changes to the Agreement agreed to by the Parties. No enforceable oral representations or other agreements have been made by the Parties except as specifically stated herein. All other provisions of the Agreement and prior amendments not addressed in this First Amendment shall remain in full force and effect.

5. This First Amendment may be executed in counterparts, which when taken together, shall constitute a single signed original as though all Parties had executed the same page.

IN WITNESS WHEREOF, this First Amendment is executed by the AUTHORITY, by and through the Chair of its Board of Directors, and by CONSULTANT by and through its duly authorized officer(s).

R3 CONSULTING GROUP



By: _____
SCOTT HANIN, Principal

NAPA-VALLEJO WASTE MANAGEMENT
AUTHORITY, a joint powers agency

By: _____
MARY LUROS, NVWMA Chair

<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <u>Thomas C. Zeleny</u> Authority Counsel</p> <p>Date: <u>May 2, 2025</u> PL Doc. No. 130998</p>	<p>APPROVED BY THE AUTHORITY BOARD OF DIRECTORS</p> <p>Date: _____ Processed By: _____ Secretary of the Authority</p>	<p>ATTEST: MARIE NICHOLAS Secretary of the Authority</p> <p>By: _____</p>
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EXHIBIT B

HOURLY RATES AND EXPENSES FOR AN AUTHORITY WEBSITE

Standard Rates

R3 will develop in conjunction with Authority staff, a new website which would describe the purpose and role of the Authority, its structure including Board Members and key staff. The website would describe the Authority function around the Transfer Station and proposed C&D Facility including construction updates. It will also serve as a link to meeting agendas and minutes, provide links to member agencies and their solid waste services and providers. This site would be based on other similar sites for comparable Agencies. **Table 1**, below, shows our standard rates for the R3 Project Team that may be involved in providing consultant services. Unless otherwise agreed in writing, fees for work completed will be billed monthly at the first of each month for the preceding month and will be payable within 30 days of the invoice date.

Table 1: Standard Rates - Fiscal Year 2025-26

CLASSIFICATION	RATE
Principal / Sr. Director	\$ 340 per hour
Director	\$ 305 per hour
Sr. Managing Consultant	\$ 265 per hour
Managing Consultant	\$ 240 per hour
Sr. Consultant	\$ 220 per hour
Consultant	\$ 200 per hour
Associate Consultant	\$ 185 per hour
Expert Witness	1.5x Listed Above
REIMBURSABLE COSTS	
Consultants/Subcontractors	Cost plus 10%
Lodging and meals	Direct cost
Travel - <i>Private or company car</i>	At Current Federal Rate
Travel - <i>Other</i>	Direct cost
Delivery and other expenses	Direct cost

R3 will assist in finding a new domain as well as website host location. The actual cost of the domain name, hosting and non-personnel design related costs shall be paid by the Authority.



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 6/16/2025

File ID #: 25-1019

TO: Napa-Vallejo Waste Management Authority
FROM: Chris Celsi, Executive Director
REPORT BY: Chris Celsi, Executive Director
SUBJECT: Uncollectible Accounts

RECOMMENDATION

Requested Action: Approval to excuse one account in the amount of \$1,303.00 owed to the Devlin Road Transfer Station due to the inability to locate or collect the outstanding amounts from a responsible party.

EXECUTIVE SUMMARY

All possible attempts to collect the outstanding invoice have been used with no success. Central Collections is recommending excusing this expense as uncollectible and making no further attempts to collect. Ultimately, the responsibility for payment rests with Northern Recycling Operations and Waste Services, LLC. They too have attempted to collect these monies from the accounts without success.

The following account has been determined to be uncollectible:

Account 501

Trash Logic LLC \$1,303.00

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	8100-8100020
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	We anticipated collection of these monies

Is the general fund affected?	Yes
Future fiscal impact:	The amount should not have a significant impact on current or future budgets.
Consequences if not approved:	May impact workload of Central Collections and ability to collect from other non-paying customers

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:** 6/16/2025

File ID #: 25-938

TO: Napa-Vallejo Waste Management Authority Board of Directors
FROM: Chris Celsi, Executive Director
REPORT BY: Chris Celsi, Executive Director
SUBJECT: Public Hearing Recommended 2025-2026 Fiscal Year Budget

RECOMMENDATION

4:00 P.M. PUBLIC HEARING - RECOMMENDED FISCAL YEAR 2025-2026 BUDGET

Adoption of Resolution No. 2026-01 approving the recommended final Budget for Fiscal Year 2025-2026
(weighted vote required)

EXECUTIVE SUMMARY

The Executive Director and Auditor-Controller are submitting for adoption a recommended final budget for FY 2025-2026. This item has been advertised and noticed for a public hearing. At the conclusion of the public hearing, adoption of Resolution No. 2026-01 approving of the FY2025-2026 Budget is requested.

PROCEDURAL REQUIREMENTS

- 1. Open Public Hearing**
- 2. Staff Report**
- 3. Public Comment**
- 4. Close Public Hearing**
- 5. Motion, second, discussion and vote on item**

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Where is it budgeted?	This is the proposed operating budget for Fiscal Year 2025-2026. Adoption of a budget is required to continue operations of the Authority in the coming fiscal year.
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes

Future fiscal impact:	The budget covers only one fiscal year, however, decisions made in this fiscal year will impact the Authority's financial stability in the future.
Consequences if not approved:	Expenditures cannot be made.

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

FY 2024-2025

Operating Budget

The Authority's FY 2024-25 budget was based on an estimated waste flow to the Devlin Road Transfer Station (DRTS) of 276,000 tons for the year. Actual tonnage to date has been higher than budgeted and is expected to be closer to 290,000 tons by the end of the fiscal year. We are expected to see a surplus of \$1.6 million net from Operations.

Total revenue for the fiscal year is expected to be approximately \$24 million. The increase in revenue is due to higher incoming tonnages. However, because of higher tonnage and other increases of inter-departmental charges, we will experience higher transfer station, disposal and administration costs of approximately \$22.4 million instead of our estimated \$21.2 million. Our expenditures are rising by normal inflation percentages, but our revenues are not. We hope to address this during FY 25-26.

Capital Budget

The capital budget for FY 24-25 was estimated to be approximately \$10.4 million. Our construction plans for our approved new C&D building were completed in October 2024. We were expected to start construction in April 2025, but due to an additional required approval, the start of construction will likely start in FY 25-26. Our scheduled Leachate Line Improvement project was delayed as well due to poor and missing as-built plans. This caused this project to be \$60,000 over budget. Hence, our expected Capital Expenditures for FY 24-25 will amount to roughly \$1.5 million.

Net Revenue and Reserves

Net revenue is expected to be closer to \$1.6 million instead of our estimated \$2.4 million. End of year cash reserves are expected to be about \$32.5 million.

FY 2025-2026**Operating Budget**

The proposed Operating budget of \$23.3 million is based on a projected waste flow of close to 300,000 tons to the DRTS and total anticipated revenue of about \$24 million. We are expecting an additional 8,000 tons from the City of Napa's facility due to their lack of space. Transfer Station Operations (\$11.8 million) and Disposal (\$8 million) budgets reflect inflationary increases in contracted unit costs for services from Authority service providers. Transfer Station Operation costs also reflect an increase of nearly 10% in the second half of the fiscal year in anticipation of a new agreement with our current DRTS operator, Northern Recycling and Waste Operations Services, LLC (NROWS). We have also included an interest payment of \$800,000 we expect to pay once financing is secured for the approved C&D building.

Revenue projections for FY 25-26 are based on the previously approved rate increase of \$1.00 per ton for both franchise and non-franchise waste customers. These rates will go into effect on July 1, 2025 for non-franchise customers, and on October 1, 2025 for franchise customers. After the rate adjustments, rates will be \$74 per ton for franchise haulers, \$78 per ton for non-franchise waste, and \$45 for minimum loads. In addition, we will be accepting clean concrete at \$32 per ton. The City of Napa's facility will no longer accept clean concrete due to space constraints. We are forecasting a net deficit of \$12.1 net from Operations, and a year-end cash balance of \$20.3 million. This reduction in our reserves is mainly due to most of the C&D construction costs occurring in FY 25-26.

Capital Budget

The nearly \$39 million Capital Budget includes construction start and continuation of the C&D processing facility. It also includes replacing the nearly 30-year-old roof on the existing municipal solid waste disposal site building located at the transfer station.

Reserves

The Authority Board adopted Operating Reserve and Capital Replacement Reserve policies in 2011 and updated the Operating Reserve Policy in 2017. The Capital Reserve policy was updated in 2015 and 2019.

Operating Reserve

The Authority's Operating Reserve Policy requires maintaining an operating reserve no less than 1/6 of annual operating expenses and no more than 1/4 of annual expenses. The recommended Operating Reserve allocation of \$3.8 million is consistent with this policy.

Capital Replacement Reserve

The Capital Replacement Reserve establishes a minimum reserve of \$1.0 million and a maximum of \$20.0 million, provided surplus funds are available after funding the Operating Reserve. The recommended allocation to the Capital Reserve for FY 25-26 is \$4.8 million.

Recommendation

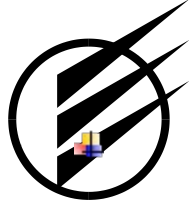
1. Approve the Recommended FY 25-26 Budget.
2. Adopt Resolution No. 2026-01 which sets forth the financing requirements for the Operating and Capital Improvement Programs for Fiscal Year 2025-2026 as follows:

Fund 8100 81000 - Operations

\$23,291,700

Fund 8100 81010 - Capital Improvement

\$38,995,000



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

RESOLUTION NO. 2026-01

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NAPA-VALLEJO WASTE MANAGEMENT AUTHORITY
ADOPTING THE FINAL BUDGET FOR THE AUTHORITY
FOR FISCAL YEAR 2025-2026**

WHEREAS, in accordance with California Government Code Sections 29000 through 29093, the Board of Directors of the Napa-Vallejo Waste Management Authority (“Authority”) must adopt a budget each fiscal year; and

WHEREAS, according to section 7.2 of the Authority’s Joint Powers Agreement, the Board shall adopt the final budget no later than June 30 of each year; and

WHEREAS, the recommended final budget of the Authority for the fiscal year 2025-2026 has been prepared and made available to members of the public at least ten days before the public hearing on the recommended budget; and

WHEREAS, a public hearing was held by the Authority to consider and discuss the recommended final budget as designated in the published notice pursuant to Government Code section 29064(c), the Authority has declared the hearings concluded and it is now the time to adopt the final budget for the Authority for the fiscal year 2025-2026;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors, that the recommended final budget, attached as Exhibit A and hereby incorporated by reference, including those changes adopted by the Authority during the budget hearings, is hereby adopted as the final budget of the Authority for the fiscal year 2025-2026, including the approved appropriations by general class, fixed assets, and reserves by funds and purpose, and the documents, which by reference show in detail the approved appropriations, revenues and other methods of financing in the budget as finally determined, are hereby approved and incorporated by reference herein.

BE IT FURTHER RESOLVED that the financing requirements for fiscal year 2025-2026 are as follows:

Fund 8100/81000	Napa Vallejo Waste Management \$ 23,291,700
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Fund 8100/81010

**Napa Vallejo Waste Management
Authority - Capital Improvement**

\$ 38,995,000

TOTAL

\$62,286,700

BE IT FURTHER RESOLVED that any fixed asset(s) not authorized by the Board of Directors during the Final Budget hearing process will be presented to the Authority for approval; and

BE IT FURTHER RESOLVED that, pursuant to California Government Code Section 29093, a copy of the adopted budget for fiscal year 2025-2026 shall be filed with the Secretary of the Authority and the State Controller as required by law.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Napa-Vallejo Waste Management Authority at a regular meeting held on the 16th day of June 2025, by the following vote:

AYES: DIRECTORS _____

NOES: DIRECTORS _____
ABSTAIN: DIRECTORS _____
ABSENT: DIRECTORS _____

APPROVED AS TO FORM Office of County Counsel By: <u>Thomas C. Zeleny</u> Authority Counsel Date: <u>June 6, 2025</u> PL Doc. No. 132817	APPROVED BY THE AUTHORITY BOARD OF DIRECTORS Date: _____ Processed By: _____ Secretary of the Authority	ATTEST: MARIE NICHOLAS Secretary of the Authority By: _____
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EXHIBIT A

Napa Vallejo Waste Management Authority

Fiscal Year 2025 - 2026 Recommended Budget

Budget / Estimated Tons per Year----->

271,000

290,000

280,000

300,000

Operating Budget

	2023-24 Audited Actuals	2025-26 Original Draft Budget	2024-25 Estimated Actuals	2025-26 Recommended Budget
Administration (8100000)				
51100 Salaries and Benefits	\$ 196,371	\$ 221,067	\$ 200,000	\$ 200,000
51210 Director/Commissioner Pay	1,200	4,800	4,800	4,800
52100 Administration Services	9,264	10,712	10,400	10,700
52125 Accounting/Auditing Services	23,729	26,780	24,500	26,000
52130 Information Technology Services	21,516	25,000	16,000	23,000
52131 Communication Charges	-	2,500	2,000	2,000
52132 ITS Records Management Services	-	2,500	120	700
52140 Legal Services	17,512	50,000	34,000	35,000
52490 Other Professional Services	6,000	26,000	6,000	10,000
52605 Rents, Leases	4,800	6,000	6,000	6,000
52705 Insurance - Premiums	198,940	235,000	220,000	275,000
52825 Bank Charges	1,625	3,500	3,500	2,000
52830 Publications/Legal Notices	2,549	5,150	5,500	5,500
52900 Training/Conference Expenses	985	5,000	2,000	2,500
52905 Business Travel/Mileage	1,777	2,000	2,000	2,000
53100 Office Supplies	158	1,500	1,000	1,000
53120 Memberships/Certifications	775	824	800	800
54315 LT Debt - Interest Payment	-	-	-	800,000
Administration Total	\$ 487,201	\$ 628,333	\$ 538,620	\$ 1,407,000

	2023-24 Audited Actuals	2025-26 Original Draft Budget	2024-25 Estimated Actuals	2025-26 Recommended Budget
Landfill Operation (8100010)				
51100 Salaries and Benefits	\$ 87,571	\$ 93,729	\$ 91,000	\$ 101,000
52220 Medical/Laboratory Services	17,457	27,807	18,000	20,000
52335 Security Services	652	1,622	800	1,000
52381 Sewer Treatment Services	5,404	6,951	6,800	7,000
52490 Other Professional Services	296,238	463,444	400,000	400,000
52500 Maintenance - Equipment	10,372	85,000	12,000	15,000
52525 Maintenance - Infrastructure/Land	28,500	37,492	90,000	35,000
52600 Rents and Leases - Equipment	11,801	40,551	12,000	20,000
52800 Communications/Telephone	1,765	1,738	2,000	2,000
52840 Permits/License Fees	30,166	32,404	32,000	35,000
53205 Utilities - Electric	18,297	20,018	30,000	30,000
53220 Utilities - Water	4,211	3,548	3,500	3,500
53250 Fuel	-	7,725	7,500	7,500
53350 Maintenance Supplies	21,693	52,138	30,000	30,000
54410 Penalties and Fines (BAAQM)	9,000	-	-	-
55400 Capital Assets - Equipment ('24-Generators/Dryer, '25-Flare	-	-	90,000	85,000
Landfill Operation Total	\$ 543,127	\$ 874,167	\$ 825,600	\$ 792,000

Napa Vallejo Waste Management Authority
Fiscal Year 2025 - 2026 Recommended Budget

Operating Budget (Continued)

	2023-24 Audited Actuals	2025-26 <i>Original</i> <i>Draft Budget</i>	2024-25 Estimated Actuals	2025-26 Recommended Budget
Transfer Station Operation (8100020)				
52100 Administration Services	\$ 12,665	\$ -	\$ -	\$ -
52110 Central Collections	59,352	82,400	45,000	60,000
52125 Accounting/Auditing Services	7,173	40,000	-	-
52145 Engineering Services	51,938	55,702	15,000	15,000
52490 Other Professional Services(NROWS)	10,375,239	12,068,385	10,884,837	11,800,000
52500 Maintenance - Equipment	-	55,702	-	-
52525 Maintenance - Infrastructure/Land	-	55,702	-	-
52840 Permits/License Fees	186,349	205,000	190,000	205,000
Transfer Station Total	\$ 10,692,716	\$ 12,562,891	\$ 11,134,837	\$ 12,080,000
	2023-24 Audited Actuals	2025-26 <i>Original</i> <i>Draft Budget</i>	2024-25 Estimated Actuals	2025-26 Recommended Budget
Disposal (8100030)				
52490 Other Professional Services (Potrero Hills)	\$ 7,055,912	\$ 8,035,566	\$ 7,500,000	\$ 8,000,000
Disposal Total	\$ 7,055,912	\$ 8,035,566	\$ 7,500,000	\$ 8,000,000
	2023-24 Audited Actuals	2025-26 <i>Original</i> <i>Draft Budget</i>	2024-25 Estimated Actuals	2025-26 Recommended Budget
Household Hazardous Waste (8100040)				
52335 Security Services	\$ -	\$ 1,444	\$ -	\$ -
52490 Other Professional Services	818,182	1,000,000	850,000	1,000,000
52525 Maintenance - Infrastructure/Land	-	6,685	-	2,500
52800 Communications/Telephone	114	500	200	200
52820 Printing & Binding	-	1,000	-	-
52840 Permits/License Fees	692	2,517	2,000	2,000
53120 Memberships/Certifications	2,000	2,288	2,000	2,000
53205 Utilities - Electric	4,491	6,000	5,000	6,000
53350 Maintenance Supplies	-	4,456	-	-
Household Hazardous Waste Total	\$ 825,479	\$ 1,024,890	\$ 859,200	\$ 1,012,700
Total Operating Expenditures	\$ 19,604,435	\$ 23,125,847	\$ 20,858,257	\$ 23,291,700

Napa Vallejo Waste Management Authority
Fiscal Year 2025 - 2026 Recommended Budget

Capital Improvement Budget

Devlin Road Transfer Station Capital Projects (8101000)

	2023-24 Audited Actuals	2025-26 Original Draft Budget	2024-25 Estimated Actuals	2025-26 Recommended Budget
<u>DRTS C&D Building - 17810</u>				
52100 Administration Services	\$ 5,437	\$ 50,000	\$ 20,000	\$ 50,000
52360 Construction Services	579,573	12,000,000	-	35,200,000
52145 Engineering Services	-	1,250,000	1,200,000	3,200,000
54325 Admin Long Term Debt		2,000,000		-
DRTS C&D Bldg - 17810	\$ 585,010	\$ 15,300,000	\$ 1,220,000	\$ 38,450,000
<u>Devlin Road Transfer Station Roof 25801</u>				
52100 Administration Services	\$ -	\$ 5,000	\$ -	\$ 5,000
52145 Engineering Services	-	40,000	-	40,000
55550 Capital Improvements	-	500,000	-	500,000
Devlin Road Transfer Station Roof 25801	\$ -	\$ 545,000	\$ -	\$ 545,000

American Canyon Landfill Capital Projects (8101010)

	2023-24 Audited Actuals	2025-26 Original Draft Budget	2024-25 Estimated Actuals	2025-26 Recommended Budget
<u>ACSL Leachate Line Improvements - 25801</u>				
52100 Administration Services	\$ -	\$ -	\$ 5,000	\$ -
52145 Engineering Services	-	-	100,000	-
52360 Construction Services	-	-	195,000	-
ACSL Leachate Line Improvements 25801	\$ -	\$ -	\$ 300,000	\$ -

*Note: Landfill Operating Budget includes a Flare Replacement Capital Asset of \$85,000

Total Capital Improvement Expenditures	\$ 585,010	\$ 15,845,000	\$ 1,520,000	\$ 38,995,000
Total Expenditures	\$ 20,189,445	\$ 38,970,847	\$ 22,378,257	\$ 62,286,700

Revenue Projection

	2023-24 Audited Actuals	2025-26 Original Draft Budget	2024-25 Estimated Actuals	2025-26 Recommended Budget
45100 Interest Revenues	\$ 670,087	\$ 1,070,597	\$ 900,000	\$ 900,000
46260 Hauler Fees	22,088,238	26,412,250	23,103,000	24,000,000
47140 Recycling Revenues	62,510	-	-	-
47900 Miscellaneous Revenues	3,472	20,000	-	20,000
48100 Sale of Capital Assets	1,709,850	-	-	-
48500 Long Term Debt Proceeds	-	22,000,000	-	24,000,000
Total Revenue	\$ 24,534,157	\$ 49,502,847	\$ 24,003,000	\$ 48,920,000

Net Surplus (Deficit)	\$ 4,344,712	\$ 10,532,000	\$ 1,624,743	\$ (13,366,700)
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Cash Reconciliation

Total Cash Balance 6/30 (accrual basis)	\$ 30,899,461	\$ 32,524,204	\$ 19,157,504
Allocation to Reserves			
Operating Reserve (Policy Min 2 Mos - Max 3 mos Operating)	3,267,406	3,476,376	3,881,950
Cash Reserves Restricted for PostClosure Liability	10,500,000	10,500,000	10,500,000
Capital Reserve (Policy Min \$1,000,000 - Max \$20,000,00)	17,132,055	18,547,828	4,775,554
Total Reserves	\$ 30,899,461	\$ 32,524,204	\$ 19,157,504



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 6/16/2025

File ID #: 25-1017

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:** 6/16/2025

File ID #: 25-965

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 activity is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5), as an organizational or administrative activity that will not result in direct or indirect physical changes in the environment, and therefore CEQA is not applicable.



Napa-Vallejo Waste Management Authority

Board Agenda Letter

Napa-Vallejo Waste Management Authority **Agenda Date:** 6/16/2025

File ID #: 25-966

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: Andrea Sorce
- ii. Napa City: Mary Luros
- iii. Napa County: Belia Ramos
- iv. American Canyon: Pierre Washington

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.