



**NAPA-VALLEJO WASTE  
MANAGEMENT AUTHORITY**

Agenda Date: 9/3/2009

Agenda Placement: 6A

## Napa-Vallejo Waste Management Authority Board Agenda Letter

---

**TO:** Board of Directors

**FROM:** Cave, Trent - Manager  
Napa-Vallejo Waste Management Authority

**REPORT BY:** Karen Querin, Audit Manager - 253-4588

**SUBJECT:** DRTS Quarterly Agreed Upon Procedures Report for the quarters ended September 30 and December 31, 2008

---

### **RECOMMENDATION**

#### **DRTS QUARTERLY FINANCIAL AUDIT**

REQUESTED ACTION: Approval and acceptance of the Summary Accountants' Report on Applying Agreed-Upon Procedures for the quarters ended September 30 and December 31, 2008.

### **EXECUTIVE SUMMARY**

Staff recommends approval and acceptance of the Summary Accountants' Report on Applying Agreed-Upon Procedures as they pertain to the Revenues and Accounts Receivable for the Devlin Road Transfer Station for the quarters ended September 30 and December 31, 2008.

### **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 attached report has been prepared upon the request of the Authority's Manager and the General Manager of the Devlin Road Transfer Station. The results of the Agreed Upon Procedures are presented in the attached Summary report. Detailed reports are available upon request for each quarter.

**SUPPORTING DOCUMENTS**

A . Summary Report for Quarters Ending Sept 30 and Dec 31 2008

Manager: Approve

Reviewed By: Martha Burdick