



Agenda Date: 2/3/2016
Agenda Placement: 7B

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors
FROM: Timothy Healy - General Manager
NS-Administration
REPORT BY: Regina Bataller-Byrd, Administrative Assistant II - 258-6022
SUBJECT: Receive County of Napa Voucher Register Dated 12/29/16 through 1/18/16.

RECOMMENDATION

Receive County of Napa Voucher Register Dated 12/29/15 through 1/18/16.

EXECUTIVE SUMMARY

Voucher Register lists all invoices that have been paid by Napa Sanitation District during the above dates. Totals are as follows:

<u>Description</u>	<u>Amount</u>
General Operations and Maintenance	\$ 296,189.63
Capital Projects	\$ 308,864.58
Total All Accounts	\$ 605,054.21

Attached is a detailed report of payments made using the District's US Bank Purchasing Card.

Budget adjustments were made in capital accounts this period, a copy of which is attached.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

None.

BACKGROUND AND DISCUSSION

None.

SUPPORTING DOCUMENTS

- A . Voucher Register
- B . US Bank Charges
- C . Budget Transfer

Napa Sanitation District: Approve

Reviewed By: Timothy Healy