



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

## Napa Sanitation District Board Agenda Letter

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**TO:** Honorable Board of Directors  
**FROM:** Jeff Tucker - Director of Administrative Services/CFO  
NS-Administration  
**REPORT BY:** Regina Bataller-Byrd, Administrative Assistant II - 258-6022  
**SUBJECT:** Receive County of Napa Voucher Register Dated 2/02/16 through 2/15/16.

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### **RECOMMENDATION**

Receive County of Napa Voucher Register Dated 2/02/16 through 2/15/16.

### **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	\$ 300,840.71
Capital Projects	\$ 526,810.76
Total All Accounts	\$ 827,651.47

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: Jeff Tucker