



Agenda Date: 9/6/2017  
Agenda Placement: 7E

## 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:** Cyndi Bolden, Senior Accountant - 258-6001

**SUBJECT:** Receive Annual Report of All Reimbursements Paid to Employees and Board of Directors During Fiscal Year 2016-17

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### **RECOMMENDATION**

Accept the Employee and Board of Directors Reimbursement Report for FY 2016-17.

### **EXECUTIVE SUMMARY**

California Government Code Section 53065.5 requires that NapaSan disclose any reimbursement paid by NapaSan within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the district. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection.

For the sake of full transparency, the report includes all reimbursements made to NapaSan employees and directors.

The report for FY 2016-17 is presented here to the Board of Directors. The report will also be published on NapaSan website to meet the requirements that it be printed, published and made available.

### **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**

None.

**SUPPORTING DOCUMENTS**

A . Reimbursement Report

Napa Sanitation District: Approve

Reviewed By: Jeff Tucker