



Agenda Date: 2/5/2020  
Agenda Placement: 7B

## Napa Sanitation District Board Agenda Letter

---

**TO:** Honorable Board of Directors  
**FROM:** Cheryl P. Schuh for Timothy Healy - General Manager  
NS-Administration  
**REPORT BY:** Regina Bataller-Byrd, Administrative Assistant II - 258-6022  
**SUBJECT:** Receive County of Napa Voucher Register Dated 12/31/19 through 1/20/20

---

### **RECOMMENDATION**

Receive County of Napa Voucher Register Dated 12/31/19 through 1/20/20.

### **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	\$ 308,307.66
<u>Capital Projects</u>	<u>\$ 511,063.27</u>
Total All Accounts	\$ 819,370.93

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

Budget adjustment was made in capital account this period, a copy of which is attached.

### **FISCAL & STRATEGIC PLAN 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: Cheryl P. Schuh