



Agenda Date: 9/18/2019
Agenda Placement: 7B

Napa Sanitation District Board Agenda Letter

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 8/20/19 through 9/2/19

RECOMMENDATION

Receive County of Napa Voucher Register Dated 8/20/19 through 9/2/19.

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 | \$ 227,637.16 |
| <u>Capital Projects</u> | <u>\$ 82,933.37</u> |
| Total All Accounts | \$ 310,570.53 |

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

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

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No

County Strategic Plan pillar addressed:

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