



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 2/4/2016

Agenda Placement: 6B

Napa-Vallejo Waste Management Authority Board Agenda Letter

TO: Board of Directors

FROM: Richard Luthy - Executive Director
Napa-Vallejo Waste Management Authority

REPORT BY: Richard Luthy, Executive Director, Napa-Vallejo Waste Management - 707-299-1314

SUBJECT: Payment Authorization

RECOMMENDATION

PAYMENT AUTHORIZATION:

REQUESTED ACTION: Executive Director requests approval to submit for payment an invoice in the amount of \$18,442.50 for work performed in Fiscal Year 2015.

EXECUTIVE SUMMARY

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

On January 11, 2016, the Authority received an invoice for work performed in March 2015 related to the Tank Replacement Project at the American Canyon Sanitary Landfill site. In order to close the books on FY 2015, and at

the Auditor's request, expenses incurred for FY 2015 were to be paid by the end of July 2015. Because the project was not completed in FY 2015, funds were re-budgeted in FY 2016 and those funds are available to process this invoice. In the interest of clarity and transparency, the Executive Director is requesting approval to pay this late invoice from the FY 2016 approved budget.

SUPPORTING DOCUMENTS

None

Executive Director: Approve

Reviewed By: Martha Burdick