



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 3/3/2016

Agenda Placement: 6F

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 \$15,990.36 for work performed by CB&I in Fiscal Year 2015.

EXECUTIVE SUMMARY

On February 11, 2016, the Authority received an inquiry as to payment of an invoice for work performed in February 2015 (FY 2015) related monitoring services at the American Canyon Sanitary Landfill site. No record of payment in FY 2015 has been found and in the interest of clarity and transparency, the Executive Director is requesting approval to pay this overdue invoice from the FY 2016 approved budget.

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 February 11, 2016, the Authority received an inquiry as to payment of an invoice for work performed in February 2015 (FY 2015) related to monitoring services at the American Canyon Sanitary Landfill site by CB&I. No record of payment in FY 2015 has been found and in the interest of clarity and transparency, the Executive Director is requesting approval to pay this overdue invoice from the FY 2016 approved budget. Since these funds were not expended in FY 2015, they carried over into FY 2016 in the Authority's cash reserves and are available to pay this invoice.

SUPPORTING DOCUMENTS

None

Executive Director: Approve

Reviewed By: Martha Burdick