



# County of Santa Cruz

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## GENERAL SERVICES DEPARTMENT

701 OCEAN STREET, SUITE 330, SANTA CRUZ, CA 95060-4073

(831) 454-2718 FAX: (831) 454-2710 TDD: (831) 454-2123

ROY HOLMBERG, DIRECTOR

February 29, 2000

Agenda: March 14, 2000

Board of Supervisors  
County of Santa Cruz  
701 Ocean Street  
Santa Cruz, CA 95060

### Request for Approval to Pay Prior Year Invoices

Dear Members of the Board:

Monthly invoices for a new account with Pacific Gas & Electric Company (PG&E) that provides natural gas service to the Fleet Operations facility, were inadvertently mailed to the wrong address and not received for processing by the fiscal year end. The error has been corrected and PG&E has resubmitted invoices for payment dating from March 1998 to the present.

The original invoices have been reviewed and General Services' staff has confirmed that the invoices have never been paid. These prior fiscal year invoices total \$1,733.29 and are being submitted to your Board for approval. There are sufficient appropriations available in the Utilities Index 333600, Sub object 4300.

It is therefore RECOMMENDED that your Board authorize the Auditor-Controller to process payment of PG&E invoices in the amount of \$1,733.29.

Very truly yours,

ROY K. HOLMBERG  
Director

RKH:BD:mmc

RECOMMENDED:

SUSAN A. MAURIELLO  
County Administrative Officer

cc: Auditor-Controller      Fiscal - GSD  
General Services