

Sheri Sanchez

From: Debbie Scherck
Sent: Friday, August 24, 2007 3:05 PM
To: Sheri Sanchez; Cheryl Fischer
Cc: Meredith Riley
Subject: VOUCHER PACKET CHANGE

I found it necessary to make a \$2000.00 addition to the voucher packet after I had submitted it to you for Council. This brings the total amount of the voucher packet to \$89,008.54.

We have not been informed that the Post Office is no longer sending us a statement of account after each Utility Bill mailing. We have been using this statement as an invoice to keep the funds in our bulk mailing account at a level that would insure that postage was available for each mailing. Consequently, our account would not have sufficient funds for the mailing at the end of the month.

The Post Office informed me that we now need to sign up for a new program call "Postal 1" in order to monitor the balance of our account.

Will you please amend the approval amount in the agenda.

Thank you

Debbie Scherck

Sheri Sanchez

From: Roxanne Reindl
Sent: Monday, August 27, 2007 3:51 PM
To: Sheri Sanchez
Cc: Meredith Riley
Subject: Changes to vouchers

These are the changes to the vouchers:

14600 Raidon's Dodge Chrysler of B'Ham - \$37.65 – Cancelled

79001 Verizon- Invoice 332-8040/07-07 \$170.29 – Changed to 165.29

Total vouchers \$88,965.89

Sincerely,

Roxanne Reindl, CPA
Deputy Finance Director
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Fax 360.332.9562
reindl@ci.blaine.wa.us

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