

M E M O

To: Board of Directors

From: District Manager

Subject: Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2004-2005

Date: August 26, 2005

RECOMMENDATION:

It is recommended that the Board of Directors accept and file the Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2004-2005.

BACKGROUND:

In accordance with Government Code Section 53065.5, each special district shall, at least annually, disclose and make available for public inspection, any reimbursement paid by the District within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services for product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation or a registration fee paid to any employee or member of the governing body of the District.

Pursuant to the San Lorenzo Valley Water District Board of Director's Policy Manual, said reimbursement information for the preceding fiscal year (July 1-June30) shall be reviewed at the first Board of Director's meeting in September of each calendar year.

Staff has prepared the Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2004-2005. See Attachment 1.

It is recommended that the Board of Directors accept and file the Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2004-2005.

James Mueller
District Manager

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Attachment

**SAN LORENZO VALLEY WATER DISTRICT
REIMBURSEMENT DISCLOSURE REPORT (1)
FISCAL YEAR 2004/2005
JULY 1, 2004-JUNE 30, 2005**

<u>DATE PAID</u>	<u>BOARD OF DIRECTORS/ EMPLOYEE</u>	<u>LODGING</u>	<u>MEALS</u>	<u>REGISTRATION</u>	<u>TRANSPORTATION</u>	<u>MISC. OTHER</u>	<u>TOTAL</u>	<u>DESCRIPTION</u>
10/28/2004	Joel Busa	\$378.19	\$57.20		\$24.00		\$459.39	AWWA CA-NEV Fall Conference 10/12/2004-Sacto, CA
11/18/2004	John Smiley					\$170.21	\$170.21	Safety Boot Purchase
1/6/2005	Joel Busa	\$110.57	\$22.35				\$132.92	IDSE Seminar 12/16/2004 Burlingame, CA
2/24/2005	Joel Busa	\$93.80	\$71.52		\$49.99		\$215.31	Water Treatment Seminar 2/16/2005-Reno, NV
2/24/2005	John Tregembo	\$125.80					\$125.80	Water Treatment Seminar 2/16/2005-Reno, NV
3/3/2005	John Tregembo	\$144.48					\$144.48	AWWA Seminar 2/24/2005 Napa, CA
6/7/2005	Joel Busa					\$130.00	\$130.00	Grade D-4 Operator Certification Renewal
6/23/2005	Joel Busa		\$90.17			\$510.92	\$601.09	AWWA Conference 6/13/2005 San Francisco, CA

NOTE:

1) Reimbursement Disclosure Report prepared pursuant to California Government Code Section 53065.5.