

## **M E M O**

To: Board of Directors

From: District Manager

Subject: Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2005-2006

Date: September 1, 2006

### **RECOMMENDATION:**

It is recommended that the Board of Directors accept and file the Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2005-2006.

### **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 2005-2006. See Attachment 1.

It is recommended that the Board of Directors accept and file the Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2005-2006.

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James Mueller  
District Manager

JAM/bsb  
Attachment

**SAN LORENZO VALLEY WATER DISTRICT  
REIMBURSEMENT DISCLOSURE REPORT (1)  
FISCAL YEAR 2005/2006  
JULY 1, 2005-JUNE 30, 2006**

<u>DATE PAID</u>	BOARD OF DIRECTORS/ <u>EMPLOYEE</u>	<u>EVENT DATES</u>	<u>LODGING</u>	<u>MEALS</u>	<u>TRANSPORTATION</u>	MISC. <u>OTHER</u>	<u>TOTAL</u>	<u>DESCRIPTION</u>
7/15/2005	Matt Lombard	7/10/2005				\$175.00	\$175.00	Reimbursement for safety boot purchase
8/18/2005	Ken Girouard	8/5/2005				\$150.00	\$150.00	Reimbursement for Civil Engineering License Renewal
10/20/2005	Joel Busa	10/11/05-10/14/05	\$353.00	\$81.29	\$80.59		\$514.88	Reimbursement for AWWA Conference expenses; Reno NV
10/27/2005	Rob Menzies	10/21/2005				\$202.70	\$202.70	Reimbursement for computer equipment freight
3/2/2006	Joel Busa	2/22/06-2/23/06	\$155.68	\$20.63			\$176.31	Reimbursement for AWWA Seminar expenses; Napa CA

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3/30/2006	Brandon Barchi	3/27/06-3/28/06	\$118.82	\$11.95	\$129.23		\$260.00	Reimbursement for CSDA Special District Board  Secretary Training expenses; Sacramento, CA
4/28/2006	Betsy Herbert	04/18/06-04/19/06	\$104.20	\$29.01	\$127.27	\$8.00	\$268.48	Reimbursement for UC Davis CEQA Class Expenses; David CA
5/4/2006	Andy Robustelli	4/20/2006				\$141.24	\$141.24	Reimbursement for safety boot purchase
5/4/2006	Brandon Barchi	3/24/06-4/28/06			\$36.26	\$389.33	\$425.59	Reimbursement for various supply expense for Dir. Ross retirement event

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6/15/2006	Brandon Barchi	06/01/06-06/08/06			\$86.58	\$36.44	\$123.02	Reimbursement for CALPERS training class expense; San Francisco, CA
6/22/2006	Howard Oliphant	6/14/2006				\$140.00	\$140.00	Reimbursement for Grade D-3 Operator Certification renewal
6/29/2006	Brandon Barchi	06/20/06-06/24/06			\$68.30	\$35.00	\$103.30	Reimbursement for Aces Training; EDD Workshop; and Notary Class expenses; San Jose and Santa Cruz, CA

NOTE:

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