

MEMO

To: Board of Directors

From: Finance Manager

Subject: Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2008-2009

Date: August 24, 2008

RECOMMENDATION:

It is recommended that the Board of Directors accept and file the Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2008-2009.

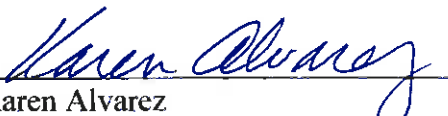
BACKGROUND:

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-June 30) 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 2008-2009. See Attachment 1.

It is recommended that the Board of Directors accept and file the Annual Disclosure Report of Employee Reimbursements for Fiscal Year 2008-2009.


Karen Alvarez
Finance Manager

Attachment

**SAN LORENZO VALLEY WATER DISTRICT
REIMBURSEMENT DISCLOSURE REPORT (1)
FISCAL YEAR 2008/2009
JULY 1, 2008-JUNE 30, 2009**

DATE PAID	BOARD OF DIRECTORS/ EMPLOYEE	EVENT DATES	LODGING	MEALS	REGISTRATION	TRANSPORTATION	MISC. OTHER	TOTAL	DESCRIPTION
7/10/2008	Daniel Adam	08/23-08/28/08	\$245.57	\$58.27		\$614.31	\$60.00	\$1,078.15	SCADA Seminar
10/6/2008	Betsy Herbert	08/27-10/04/08		\$15.84		\$134.76		\$150.70	CSU Workshop re: Carbon & Potable
10/19/2008	Michael Legg	09/17-09/18/08	\$120.52					\$120.52	Siemens Seminars
12/18/2008	Betsy Herbert	10/08-12/12/08				\$152.89		\$152.89	Mileage For Various Meetings
3/26/2009	Robert Price	02/19-03/18/08				\$149.05		\$149.05	Mileage to Olympia 2 and 3
4/23/2009	Robert Price	03/13-03/22/09				\$128.70		\$128.70	Mileage to Olympia 2 and 3
4/23/2009	John Tregembo	4/13/2009					\$140.89	\$140.89	Reimbursement for Uniforms
5/14/2009	Robert Price	5/12/2009					\$155.87	\$155.87	Reimbursement for Electrical Part Purchased for Paso Scada Project
5/21/2009	Betsy Herbert	12/19-04/22/09					\$210.05	\$210.05	Mileage For Various Meetings

NOTE:

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