

RESOLUTION NUMBER 5-06

**RESOLUTION CLARIFYING PER DIEM
PAYMENT AND EXPENSE
REIMBURSEMENT TO DIRECTORS AND
ADOPTION OF ETHICS TRAINING
REQUIREMENTS**

WHEREAS, Government Code Section 61047 provides that the Board of Directors of a community services district may authorize each director to receive compensation not to exceed one hundred dollars (\$100.00) per day and not to exceed six (6) days in any calendar month; and

WHEREAS, the Board wishes to authorize such payment as provided herein and in accordance with the provisions of Government Code Section 61047. In recognition of the fact that attendance by a director at Board meetings or official District business is of great benefit to the District.

WHEREAS, Government Code Section 53232.3 requires that local agencies providing expense reimbursement provide expense report forms and further requires that members receiving reimbursements timely file and document their expenses in expense reports.

WHEREAS, Government Code Section 53232.3 requires that Directors provide a brief report to the Board at the first meeting following the incurrence of a reimbursed expense and ethics training for officials representing local agencies which compensate or reimburse their members.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of GROVELAND COMMUNITY SERVICES DISTRICT as follows:

1. Each Board member shall receive compensation in the amount of \$50 per meeting, which amount may be revised by the Board at a duly noticed meeting, for attendance at the following events on behalf of the District, provided that such compensation shall not exceed six (6) days in any calendar month;
 - (a) Regular Board meetings
 - (b) Special Board meetings
 - (c) advisory or committee body meetings

- (g) meetings with District consultants, engineers, or other professionals for the purpose of conducting District business or potential business
- (h) any other activity the Board requests in writing that a member attend in advance of attendance

2. Actual and necessary expenses shall be reimbursed to members when they are acting on behalf of the District in attending any of the occurrences listed in Paragraph 1. In order to qualify for this reimbursement the member must submit receipts and a District expense report by the end of the month in which the expense is incurred.

3. Staff will include a footnote in the District expense report stating the member seeking reimbursement and nature of the meeting which created the expense. Additionally, as practice the person submitting the District expenses for Board review will note the inclusion of reimbursement footnotes for inclusion in the meeting minutes.

4. In those limited situations where an expense report has not been filed before the next regular meeting of the Board, the member seeking reimbursement will provide a statement to the effect that they will be seeking reimbursement for expenses and the nature of the occurrence which created the expense, in order to comply with Government Code Section 53235

5. Lodging reimbursement in association with conferences shall be limited to the sponsor's group rate, if that rate is available at the time of booking.

6. Members seeking reimbursement shall seek out group and/or government rates as a first choice and reimbursements will be limited to the amount allowed for by IRS publication 463. If the IRS publication fails to list a rate of reimbursement for an expense, or the member seeks an amount greater than the IRS rate, the Board must approve the rate in writing prior to the occurrence of the expense.

7. Members whose current term of office expires after January 1, 2007, will attend two hours of ethics training prior to January 1, 2007, and biannually thereafter at the expense of the District. Additionally, both the District and the Director shall keep a written record of their attendance at such training.

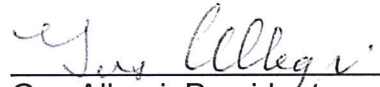
8. This action of the Board shall be effective as of May 22, 2006, and shall remain in force until rescinded.

following vote:

AYES: Directors Allegri, Brizard, Johnson, Lennen and Maxwell

NOES: None

ABSTENTIONS: None



Gus Allegri, President

ATTEST: _____
Vicki L. West, Clerk of the Board