

# Staff Report

**TO:** Board of Directors  
**FROM:** Sandra Dunlap, Director of Finance  
**DATE:** January 10, 2024  
**SUBJECT:** Annual Disclosure of 2023 Reimbursements (Consent)

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## ***FINANCE***

### **RECOMMENDATION:**

Adopt a resolution for the Annual Disclosure of Reimbursement to Employees and Directors.

### **BACKGROUND:**

Per California Government Code Section 53065.5, each special district shall no less than annually, disclose any reimbursement paid by the district to an employee or Board member, within the immediately preceding fiscal year, of at least one hundred dollars (\$100) for each individual charge for services or product received.

“Individual charge” includes, but is not limited to one meal, lodging for one day, transportation, or a registration fee.

Nevada Irrigation District made sixteen payments meeting the requirements of this code section and provides for the details of these payments in the attached “Employee and Board Member Reimbursements” report.

**BUDGETARY IMPACT:** None

SD

Attachments: (2)

- Resolution No. 2024-02 (Annual Disclosure of 2023 Reimbursements to Employees and Directors)
- NID Employee and board Member Reimbursements for 2023



**RESOLUTION NO. 2024-02**

OF THE BOARD OF DIRECTORS OF THE NEVADA IRRIGATION DISTRICT

**ANNUAL DISCLOSURE OF REIMBURSEMENT  
TO EMPLOYEES AND DIRECTORS**

**BE IT RESOLVED** that the Board of Directors of the Nevada Irrigation District does hereby adopt the following resolution:

Disclosure, pursuant to Government Code Section 53065 .5, of the amounts of reimbursement to employees and Directors shall occur once a year in January of each year following the end of the calendar year for the preceding calendar year. The statement of reimbursement shall be accumulated by the establishment of a file with the title "Reimbursements, Name of Employee or Director," and periodically records shall be inserted in regard to the amounts of reimbursement. Annually a form shall be completed and filed with the Board by the accounting department and an item included on the January Agenda making it clear that those records are available for public review and are being rendered to the Board at its January meeting for its review.

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**PASSED AND ADOPTED** by the Board of Directors of the Nevada Irrigation District at a regular meeting held on the 10<sup>th</sup> day of January, 2024 by the following vote:

**AYES:** Directors:  
**NOES:** Directors:  
**ABSENT:** Directors:  
**ABSTAINS:** Directors:

\_\_\_\_\_  
President of the Board of Directors

**Attest:**

\_\_\_\_\_  
Secretary to the Board of Directors

**NEVADA IRRIGATION DISTRICT  
EMPLOYEE AND BOARD MEMBER REIMBURSEMENTS  
FOR FISCAL YEAR 2023**

<b>EMPLOYEE NAME</b>	<b>CHECK #</b>	<b>PURPOSE</b>	<b>AMOUNT</b>
ADAM CUSTER	404159	WDO CERT REIMB	\$ 238.53
ADRIAN SCHNEIDER	404360	TRAFFIC SIGNAL LOOP	\$ 508.98
AURORA PENALUNA	403021	PER DIEM MEALS/CALWEP	\$ 179.50
BRIAN BERG	402319	PER DIEM MEALS/TRAVEL	\$ 355.50
CAMERON TOWNSEND	405288	REIMB-GAS	\$ 140.50
CAMERON TOWNSEND	405734	REIMB-GAS	\$ 119.73
CARTER HATCH	405518	SNOW CONF-PER DIEM	\$ 468.32
CHRIS BERG	405185	PER DIEM MEALS	\$ 1,224.50
CHRIS BERG	405712	FUEL REIMB-JACKSON LK	\$ 579.06
DAVID STRAUB	405618	AWWA-PER DIEM MEALS	\$ 100.00
JONATHAN M. MCNAMARA	402652	REIMB SWRCB-DWOCP FEE	\$ 120.00
KASANDRA STRONG	403062	PER DIEM MEALS/CALWEP	\$ 179.50
KATHRYN SCHWARTZ	404689	23-19 PER DIEM MEALS	\$ 118.50
KEANE SOMMERS	404809	ASDSO-PER DIEM MEALS	\$ 127.50
KENNETH R. HUGG	405100	T-3 TEST REIMB	\$ 100.00
KRIS STEPANIAN	402820	MILEAGE REIMB	\$ 211.53
LACY CANNON	402954	ED REIMB/PE LICENSE	\$ 1,873.74
LACY CANNON	404810	ASDSO-PER DIEM MEALS	\$ 127.50
LANCE ADAMS	403170	CONF PER DIEM MEALS	\$ 118.50
LANCE ADAMS	404431	PER DIEM MEALS	\$ 276.50
LANCE ADAMS	404901	CONF-UBER/LUGGAGE	\$ 188.72
LOGAN R. VANDERHOOF	401852	CONTINUING ED BOOK	\$ 118.53
LOGAN SHEFTAL	405645	D2 COURSE/MANUAL	\$ 203.25
LORELEI HAMMER	403795	ESRI CONF PER DIEM	\$ 434.50
MATTHEW CROWE	402958	REIMB HOTEL EXPENSE	\$ 251.89
MATTHEW E. HALVORSON	403173	CCCS/MILEAGE REIMB	\$ 125.76
MATTHEW E. HALVORSON	402760	PER DIEM MEALS	\$ 100.00
NAOMI SCHMITT	405547	MMANC-PER DIEM	\$ 225.16
NEYSA KING	404821	REIMB MEALS 8/8-8/18	\$ 198.29
NEYSA KING	404821	REIMB SUP 8/8-8/18	\$ 196.59
NEYSA KING	406021	REIMB-GROCERIES	\$ 186.39
NEYSA KING	406021	TRAIL CAMS/BATTERIES	\$ 558.64
PATRICK O'CONNOR	402770	PER DIEM MEALS	\$ 434.50
PATRICK O'CONNOR	402771	PER DIEM MEALS	\$ 434.50
ROBERT FOGLEMAN	402680	PER DIEM MEALS	\$ 434.50
ROBERT FOGLEMAN	402681	PER DIEM MEALS	\$ 434.50
ROBERT FOGLEMAN	404339	WAPA-CAR RENTAL REIMB	\$ 364.78
ROBERT FOGLEMAN	404842	WAPA-CAR/PARKING REIM	\$ 459.74

EMPLOYEE NAME	CHECK #	PURPOSE	AMOUNT
ROBERT PAGE	401912	REIMB CEU UNITS	\$ 170.53
ROD MCGHEE	406049	REIMB-PLURALSIGHT	\$ 299.00
SANDRA DUNLAP	405563	MMANC-PER DIEM	\$ 140.00
STEVE L PROSSER JR	404736	CONF PER DIEM MEALS	\$ 204.00
SUSAN LAUER	403836	ACWA CONF EXP REIMB	\$ 500.75
SUSAN LAUER	406612	CONF-HOTEL REIMB	\$ 766.30
SUSAN LAUER	406612	CONF-MILEAGE REIMB	\$ 102.18
THOMAS KLUGE	402691	REIMB EXP RELAY SCH	\$ 408.11
THOMAS KLUGE	402194	PER DIEM RELAY SCHOOL	\$ 434.50
WADE TOWNSEND	402996	REIMB CONF EXPENSES	\$ 480.49

**Government Code Section 56036(a)**

Each special district, as defined by subdivision (a) of Section 56036, shall, at least annually, disclose 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 or 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. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection.