

WEST BASIN MUNICIPAL WATER DISTRICT

NOVEMBER 4, 2004 – Finance

Dear, Little

NOVEMBER 22, 2004 – Board Meeting

Prepared by: Charlene Jensen

Submitted by: Charlene Jensen

Approved by: Art Aguilar/Richard Nagel

CONSENT CALENDAR

EMPLOYEE EXPENSES OVER 90 DAYS OLD

SUMMARY:

A District staff member, Uzi Daniel, has submitted expenses over 90 days old (July 2004) in the amount of \$52.88 for mileage reimbursement while on District business. The District's policy for expenses over 90 days old is to submit those expenses to the Boards for approval.

FISCAL IMPACTS:

Funds for this type of expense have been included in the FY 2004-05 Budget.

ENVIRONMENTAL COMPLIANCE:

None.

COMMITTEE STATUS:

This item was reviewed by the Finance Committee on November 4, 2004 and agendized to the November 22, 2004 Board meeting Consent Calendar.

RECOMMENDED MOTION:

That the Board considers reimbursement of expenses submitted by Uzi Daniel in the amount of \$52.88.

LIST OF EXHIBITS:

Exhibit "A" – Mileage Reimbursement Form