



WEST BASIN MUNICIPAL WATER DISTRICT
17140 S. Avalon Blvd., Suite 210
Carson, CA 90746

AGENDA NO. 12

SEPTEMBER 11, 2009 – Ethics Committee
Little (Chair), Dear
SEPTEMBER 28, 2008 – Board Meeting
Prepared by: Charlene Jensen
Submitted by: Charlene Jensen
Approved by: Rich Nagel

ACTION CALENDAR

CODE OF CONDUCT

CASH ADVANCES, CREDIT CARD USAGE, DIRECTOR ALLOWANCES

SUMMARY:

At the September Ethics Committee meeting, the Committee discussed Section 17 of the Code of Conduct that authorizes cash advance and credit cards for Board members. The current Board policy states the following:

Section 17. CASH ADVANCES, CREDIT CARD USAGE, DIRECTOR ALLOWANCES

1. District Directors may be issued District credit cards and travel advances. Travel advances will be limited to an amount, estimated by District staff, for the cost of lodging, transportation (including taxis and parking), and meals by the District, and will be subject to the restrictions set forth above in Section 15. All receipts for District credit card expenditures must be submitted to District staff within seven days of incurring the expense. All receipts for travel advance expenditures must be submitted to District staff within thirty days of incurring the expense.

The Committee directed staff to bring back a recommendation that would eliminate issuing District credit cards and travel advances for Directors. Staff is recommending changing the section heading to **Section 17. DIRECTOR ALLOWANCES** and deleting subsection No. 1 as written above.

STRATEGIC BUSINESS PLAN IMPLEMENTATION:

Goal 8, Manage finances to optimize the public's investment return & minimize risk.

COMMITMENT STATEMENT:

Sound Financial and Resource Management: West Basin is committed to efficient business operations, financial planning, and asset management.

FISCAL IMPACTS:

Not applicable.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This item was reviewed by the Ethics Committee on September 11, 2009.

RECOMMENDED MOTION:

That the Board considers revising the Code of Code eliminating issuing District credit cards and travel advances to Directors.

LIST OF EXHIBITS:

Exhibit "A" – Current and Propose Policy for Code of Conduct, Section 17. Cash Advances, Credit Card Usage, Director Allowances

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