

ANNUAL DISCLOSURE OF EXPENSE REIMBURSEMENT POLICY FOR THE MONTARA WATER AND SANITARY DISTRICT

Adopted on May 6, 2021 by the Board of Directors of the Montara Water and Sanitary
District, Resolution No. 1701

Background: In accordance with **Government Code 53065.5**:

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.

Each year, the District's Manager shall review the Accounts Payable records and determine the following charges which are subject to disclosure:

INDIVIDUAL	DESCRIPTION	AMOUNT PAID