

WESA

AGENDA

THE WATER EMPLOYEE SERVICES AUTHORITY ("WESA")
BOARD OF DIRECTORS
SPECIAL MEETING
March 9, 2020
4:00 PM

CALL TO ORDER AND ROLL CALL– McBride, Burke, Morris, Ryan, Williams

PLEDGE OF ALLEGIANCE AND INVOCATION

ADD-ON ITEMS

APPROVAL OF AGENDA

PUBLIC COMMENT

Any person may address the Board at this time upon any subject not identified on this Agenda, but within the jurisdiction of Water Employee Services Authority; however, any matter that requires action will be referred to staff for a report and action at a subsequent Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered.

I. CONSENT CALENDAR

Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Calendar, it shall be removed so that it may be acted upon separately.

A. Approval of:

1. Minutes of the Special Board Meeting of February 24, 2020
2. Demands

B. Approval of Travel Authorizations:

1. Daniel Markham - Infor Customer Day & TechEd
2. Jason MacGill - Labware Customer Education Conference
3. Jim Ollerton - Infor Customer Day & TechEd
4. Jim Ollerton - Inforum 2020
5. Kaitlyn Wu - CAPIO Annual Conference
6. William Graham - CA-NV AWWA Spring Conference

II. REPORTS

Reports are placed on the Agenda to provide information to the Board and the public. There is no action called for in these items. The Board may engage in discussion on any report upon which specific subject matter is identified, but may not take any action other than to place the matter on a subsequent Agenda.

- A. General Manager's Report
- B. Legal Counsel's Report

III. DIRECTOR'S COMMENTS AND REQUESTS

Directors' Comments concern Water Employee Services Authority business which may be of interest to the Board. They are placed on the Agenda to enable individual Board members to convey information to the Board and the public. There is no discussion or action required, other than to place the matter on a subsequent Agenda.

IV. INFORMATION ITEMS

- A. Reimbursement Disclosure Report of Staff Reimbursements for
January - December 2019

V. CLOSED SESSION

- A. Public Employee Discipline/Dismissal/Release

VI. ADJOURNMENT

31315 Chaney Street, Lake Elsinore, CA
Board Room

3/4/20 10:30 AM To request a disability-related modification or accommodation regarding agendas or attendance,
contact Terese Quintanar, at (951) 674-3146, extension 8223 at least 48 hours before the meeting.

MINUTES OF SPECIAL MEETING
WATER EMPLOYEE SERVICES AUTHORITY (“WESA”)
BOARD OF DIRECTORS
MONDAY, FEBRUARY 24, 2020
9:00 A.M.

The Special Meeting of the Board of Directors of Water Employee Services Authority was held at its principal offices at 31315 Chaney Street, Lake Elsinore, California.

Directors Present

Andy Morris, President
Phil Williams, Vice President
Jared McBride

Directors Absent

Darcy M. Burke
Harvey R. Ryan

Staff Present

Greg Thomas, General Manager
Steve Anderson, Legal Counsel
Christy Gonzalez, Deputy Board Secretary/Executive Assistant
Susie Evans, Sr. Executive Assistant
Ganesh Krishnamurthy, Assistant General Manager – Eng. and Ops.
Jason Dafforn, Director of Engineering and Water Resources
Jase Warner, Director of Operations
Jennifer Dancho, Director of Human Resources and Safety
Margie Armstrong, Director of Strategic Programs
Jim Ollerton, Director of Information Technology
Parag Kalaria, Water Resources Manager
Tim Collie, Water Operations Manager
David Smith, Maintenance Manager
Matthew Bates, Engineering Manager
Christina Henry, Community Affairs Manager
Scott Thompson, Accounting Manager
Dennis McBride, Wastewater Superintendent
Bonnie Woodrome, Community Affairs Supervisor
Isabel Casteran, Safety Officer
Barbara Mason, Contract Administrator
Corrine Nikolic, Accountant III

Others Present

David Drake, ACWA JPIA Representative
Melody McDonald, ACWA JPIA Representative

CALL TO ORDER

The meeting was called to order by President Morris at 9:00 a.m.

APPROVAL OF AGENDA

A motion was made by Director Williams, seconded by Director McBride and carried unanimously to approve the Agenda as presented.

PUBLIC COMMENTS

The meeting was opened to public comments and there were none.

ITEM I. CONSENT CALENDAR

- A. Approval of:
 - 1. Minutes of the Special Board Meeting of February 5, 2020
 - 2. Minutes of the Regular Board Meeting of February 13, 2020
 - 3. Demands
- B. Approval of Travel Authorizations:
 - 1. Greg Morrison - ACWA Spring Conference
 - 2. Greg Morrison - Stakeholder Workshop with Bureau of Reclamation
 - 3. Jason Dafforn - Stakeholder Workshop with Bureau of Reclamation
 - 4. Parag Kalaria - Stakeholder Workshop with Bureau of Reclamation
 - 5. Serena Johns - Stakeholder Workshop with Bureau of Reclamation
 - 6. Dennis McBride - CWEA Annual Conference
 - 7. Luis Torner - CWEA Annual Conference
 - 8. Margie Armstrong - GFOA Annual Conference
 - 9. Skyler Munson - Essential Grant Skills

A motion was made by Director Williams, seconded by President Morris and carried unanimously to:

- 1. Approve the Consent Calendar as presented.***

ITEM II. REPORTS

- A. General Manager's Report
Mr. Thomas introduced Ganesh Krishnamurthy as the new Assistant General Manager for Engineering and Operations.
- B. Legal Counsel's Report
Steve Anderson had nothing to report.

ITEM III. DIRECTORS' COMMENTS

There were none.

ITEM IV. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:04 a.m.

Andy Morris, President of the
Board of Directors of the
Water Employee Services Authority

ATTEST:

Christy Gonzalez, Deputy Board Secretary
to the Board of Directors of the
Water Employee Services Authority

AP Disbursement Report


Cash Disbursements for 02/19/2020 through 03/09/2020

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Interim Justification	Pmt Type	Payment Amount
INTERIMS						
2058	02/27/2020	EMPLOYEE ASSOCIATION	EMPLOYEE ASSOC DUES	EMP DED-ASSOC DUES	ACH	1,800.00
2059	02/27/2020	INFINISOURCE	EE FSA MEDICAL	EMP DED-ADDT'L COVERAGE	ACH	4,658.93
2060	02/27/2020	MANAGEMENT TEAM ASSOCIATION	MTA DUES	EMP DED-MTA DUES	ACH	255.00
136835	02/20/2020	ACWA JOINT POWERS INS AUTH	WORKER'S COMP PREMIUM 10/1/19-12/31/19	DUE UPON RECEIPT	CHECK	77,979.91
136836	02/20/2020	HOOPER, SCOTT	BOOT PURCHASE	EMPLOYEE REIMBURSEMENT	CHECK	300.00
136837	02/20/2020	RALPH ANDERSEN & ASSOCIATES	RECRUITMENT FOR AGM & GM	DUE 10/19/2019	CHECK	51,500.00
136838	02/20/2020	TOTAL CARE FAMILY MED CTR LE	PRE-EMPLOYMENT & EMPLOYEE TESTING	DUE 12/05/2019	CHECK	1,997.00
136839	02/27/2020	ACWA JOINT POWERS INS AUTH	HEALTH/VISION COVERAGE FOR FEB2020	DUE UPON RECEIPT	CHECK	182,659.03
136840	02/27/2020	ACWA JOINT POWERS INS AUTH	HEALTH/VISION COVERAGE MAR2020	DUE UPON RECEIPT	CHECK	177,862.22
136841	02/27/2020	AFLAC INSURANCE GROUP	AFLAC P/T GROUP POLICY	DUE UPON RECEIPT	CHECK	637.80
136842	02/27/2020	AFLAC INSURANCE GROUP	AFLAC P/T GROUP POLICY	DUE UPON RECEIPT	CHECK	425.20
136843	02/27/2020	AFLAC	AFLAC P/T GROUP POLICY	DUE UPON RECEIPT	CHECK	1,001.38
136844	02/27/2020	BANK OF AMERICA	BUSINESS CREDIT CARD	DUE 03/05/2020	CHECK	27,497.79
136845	02/27/2020	BOOT BARN INC.	BOOT PURCHASE	DUE 01/24/2020	CHECK	269.13
136846	02/27/2020	CIGNA HEALTH AND LIFE INS.	MEDICAL COVERAGE FOR FEB2020	DUE UPON RECEIPT	CHECK	84,246.43
136847	02/27/2020	CYPRESS DENTAL ADMINISTRATORS	DENTAL COVERAGE FOR MAR2020	DUE UPON RECEIPT	CHECK	20,351.79
136848	02/27/2020	EMPLOYMENT DEVELOPMENT DEPT	GARNISHMENT	GARNISHMENT	CHECK	75.00
136849	02/27/2020	LEGALSHIELD	PRE PAID LEGAL SERVICES	EMP DED-ADDT'L COVERAGE	CHECK	26.68
136850	02/27/2020	LINCOLN FINANCIAL GROUP	LINCOLN NATIONAL 457	EMP DED-ADDT'L COVERAGE	CHECK	724.74
136851	02/27/2020	LINCOLN NATL LIFE INS COMP	VOL. LIFE INSURANCE	EMP DED-ADDT'L COVERAGE	CHECK	1,304.22
136852	02/27/2020	NATIONWIDE	NATIONWIDE 457%	EMP DED-ADDT'L COVERAGE	CHECK	1,813.75
136853	02/27/2020	RIVERSIDE COUNTY SHERIFF'S OFF	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	100.00
136854	02/27/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	222.11
136855	02/27/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	158.30
136856	02/27/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	45.11
136857	02/27/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	222.00
136858	02/27/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	502.15
136859	02/27/2020	STATE DISBURSEMENT UNIT	CONFIDENTIAL GARNISHMENT	GARNISHMENT	CHECK	197.53
136860	02/27/2020	TX CHILD SUPPORT SDU	CONFIDENTIAL GARNISHMENT	CONFIDENTIAL GARNISHMENT	CHECK	287.54
136861	02/27/2020	UNITED WAY	UNITED WAY CONTRIBUTION	EMP DED-DONATIONS	CHECK	119.00

AP Disbursement Report

Cash Disbursements for 02/19/2020 through 03/09/2020

Check or Reference #	Payment Date	Paid to Vendor	Payment Description	Interim Justification	Pmt Type	Payment Amount
DEMAND REGISTER						
2061	03/09/2020	BEST BEST AND KRIEGER	LEGAL INVOICE		ACH	1,658.90
2062	03/09/2020	WAGeworks, INC.	MONTHLY ADMIN & COMPLIANCE FEES		ACH	354.50
136862	03/09/2020	BARTLEY OPTICAL	SAFETY GLASSES		CHECK	465.57
136863	03/09/2020	BOOT BARN INC.	BOOT PURCHASE		CHECK	1,406.22
136864	03/09/2020	CINTAS CORPORATION	UNIFORM JACKET		CHECK	193.43
136865	03/09/2020	COMPLETE GYM SOLUTIONS, LLC	EQUIPMENT RENTAL		CHECK	1,190.64
136869	03/09/2020	PETTY CASH	REPLENISHMENT OF PETTY CASH		CHECK	402.45
136870	03/09/2020	RALPH ANDERSEN & ASSOCIATES	RECRUITMENT FOR ASSISTANT GENERAL MANAGER		CHECK	3,000.00
WIRE TRANSFERS						
0937682976	02/25/2020	STAT	PR TAXES PPE 20200221		WIRE	20,370.69
09376829761	02/25/2020	SDI	PR TAXES PPE 20200221		WIRE	5,749.26
10015895656	02/24/2020	PERS	PR PERS 886 VEGA AND 489 DIAZ		WIRE	5,278.65
1001506829	02/20/2020	PERS	PR PERS PPE 20200207		WIRE	1,135,044.68
1001506902	02/20/2020	PERS	PR PERS 886 VEGA		WIRE	9,532.77
1001507292	02/20/2020	PERS	PR PERS SC PMTS PPE 20191227		WIRE	147.90
1001511652	02/27/2020	457	PR PERS 457 PPE 20200221		WIRE	21,386.33
1001513010	02/28/2020	PERS	PR PERS PPE 20181228		WIRE	31,514.66
54095	02/25/2020	FEDS	PR TAXES PPE 20200221		WIRE	54,734.22
540951	02/25/2020	FICA	PR TAXES PPE 20200221		WIRE	16,672.94

Reviewed By: 
 Date: 3/3/2020

Travel Reimbursement Authorization Request

Employee Name: Daniel Markham Employee No.: 806
 Employee Title: Applications Specialist III Department: IT
 Event Description: Infor Customer Day & TechEd
 Purpose/Benefit: Technical training on Infor Cloudsuite Financials and Supply Management
 Location: Minneapolis, MN Dates: April 19-24, 2020

A) REGISTRATION COST
 Event Registration: Infor Customer Day & TechEd No. of Days: 5
Registration Cost: \$0.00

B) TRAVEL COST

I) ACCOMMODATION Hotel: Hilton Minneapolis No. of Nights: 5 Cost/night: \$225.17
Accommodation Cost: \$1,125.85

II) TRANSPORTATION
 Air Travel Cost: \$635.00 Total Mileage: 138.6 Vehicle: Personal
 Baggage Cost: \$0.00 Less Commute: 36.8
 Ground Transport: \$50.00 Reimbursable Miles: 101.8 (x 0.575): \$58.54
Transportation Cost: \$743.54

III) MEALS IRS Per Diem: Su: \$57, Mo: \$76, Tu: \$76, We: \$63, Th: \$63, Fr: \$57 **Meal Cost:** \$392.00

IV) MISCELLANEOUS (including parking, internet charges, training materials, etc.) **Misc. Cost:** \$100.00

C) TOTAL COST
 G/L Account No.: 15-240-121 / 53300 Budget Available (Y/N): Y
TOTAL EVENT COST: \$2,361.39

D) EMPLOYEE ACKNOWLEDGEMENT
 I, Daniel Markham, acknowledge that I understand that submitting a Travel Request form for approval with total costs falling at or below \$500.00 and subsequently submitting actual costs totaling more than \$500.00 will require Board approval before any unauthorized costs are reimbursed or I may choose to receive only the previously approved amount.
 Is this request made voluntarily? **YES** Attendance required by supervisor? **NO** Is overtime involved? **NO** If this request is made voluntarily by the employee, the employee's signature below acknowledges the volunteer nature and the employee's understanding that they will receive no additional pay for hours outside of the employees' normally scheduled work hours.
 Employee Signature: *D. Markham* Date: Feb 24, 2020

E) ADVANCES
 Payee/Employee: _____ Amount Requested: _____
 Date Needed: _____ Account No.: _____

F) APPROVALS

REQUIRES BOARD APPROVAL: YES NO

Approved	Signature	Date	
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u><i>[Signature]</i></u>	<u>Feb 24, 2020</u>	DEPARTMENT MANAGER APPROVAL
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u><i>Robert Hartwig</i></u>	<u>Feb 27, 2020</u>	GM/AGM APPROVAL
YES <input type="checkbox"/> NO <input type="checkbox"/>	_____	_____	BOARD APPROVAL



 MINNEAPOLIS
 APRIL 22-24, 2020

Discover best practices and the latest technology.

IMPROVE YOUR TECHNICAL AND FUNCTIONAL
 KNOWLEDGE ON: INFOR CLOVERLEAF, CLOUDSUITE
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Collaborative training and networking with Infor product experts and developers

Infor TechEd is a 2.5 day technical education conference focused on helping Infor customers and partners get the most out of their enterprise software suite. It is a unique opportunity to gather with like-minded colleagues, hear the latest strategy updates and product announcements, experience hands-on training, and interact with a broad range of product experts.

Who should attend?

Infor TechEd is best suited for individuals in technical roles like system managers, system administrators and engineers, business and system analysts, application architects, and application support managers and specialists.

Featuring:



**Immersive
learning**



**Product
experts**



**Open
lab**



**Keynotes and
panels**



Networking

Also featuring Infor Customer Day, April 20-21

Travel Reimbursement Authorization Request

Employee Name: Jason MacGill Employee No.: 753
Employee Title: Applications Specialist III Department: IT
Event Description: LabWare Customer Education Conference
Purpose/Benefit: Annual conference with a wide spectrum of training courses to update and refresh knowledge of LabWare product functionality, how to efficiently support LIMS, and techniques for managing cost-effective upgrade
Location: Orlando, FL Dates: April 26 - May 1, 2020

A) REGISTRATION COST
Event Registration: LabWare CEC No. of Days: 6
Registration Cost: \$0.00

B) TRAVEL COST
I) ACCOMMODATION Hotel: Rosen Centre Hotel No. of Nights: 5 Cost/night: \$203.39
Accommodation Cost: \$1,016.95
II) TRANSPORTATION
Air Travel Cost: \$230.00 Total Mileage: 56.4 Vehicle: Personal
Baggage Cost: \$90.00 Less Commute: 90.4
Ground Transport: \$75.00 Reimbursable Miles: -34 (x 0.575): \$0.00
Transportation Cost: \$395.00
III) MEALS IRS Per Diem: S: \$49.50, M: \$33, T: \$5, W: \$33, Th: \$5, F: \$49.50 Meal Cost: \$175.00
IV) MISCELLANEOUS (including parking, internet charges, training materials, etc.) Misc. Cost: \$125.00

C) TOTAL COST
G/L Account No.: 15-240-121 / 53300 Budget Available (Y/N): Y
TOTAL EVENT COST: \$1,711.95

D) EMPLOYEE ACKNOWLEDGEMENT
I, Jason MacGill, acknowledge that I understand that submitting a Travel Request form for approval with total costs falling at or below \$500.00 and subsequently submitting actual costs totaling more than \$500.00 will require Board approval before any unauthorized costs are reimbursed or I may choose to receive only the previously approved amount.
Is this request made voluntarily? YES Attendance required by supervisor? NO Is overtime involved? NO
Employee Signature: Jason MacGill Date: Feb 26, 2020

E) ADVANCES
Payee/Employee: Amount Requested:
Date Needed: Account No.:

F) APPROVALS
REQUIRES BOARD APPROVAL: YES [checked] NO []
Approved Signature Date
YES [checked] NO [] Robert Hartwig Feb 27, 2020 DEPARTMENT MANAGER APPROVAL
YES [checked] NO [] GM/AGM APPROVAL
YES [] NO [] BOARD APPROVAL

LABWARE CEC 20

ORLANDO

April 26 - May 1

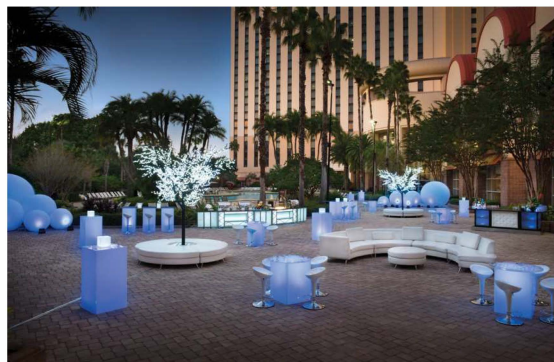


CONFERENCE AT-A-GLANCE

We are excited to announce the 2020 LabWare North American Customer Education Conference (CEC), taking place in Orlando, FL. This is your annual opportunity to update your knowledge of LabWare's products and services and learn how to get the best value from your LabWare system. This 5-day program includes presentations, case-studies and technical sessions as well as a comprehensive schedule of training courses. We are confident the LabWare CEC will deliver value whether you are a system owner, administrator, IT, QA or business user, and we welcome those who are experienced with LabWare or just embarking on a new project.

Gain advantage

Applying efficient, cost effective solutions in line with industry best practices is key to helping your organization gain competitive advantage. The CEC enables you to monitor industry trends and learn of practical solutions for everyday challenges other customers may have encountered. The LabWare CEC can introduce you to new ideas, new functionality, and new ways to deliver end-user requirements. Keeping your LIMS/ELN up to date prolongs the operational life of your system and helps maximize your company's return on investment.



Benefits of networking

The LabWare user community is a considerable source of knowledge and a valuable resource. More than 1,500 laboratories worldwide use the LabWare software on a daily basis, and although these systems are used in a wide range of industries, all are based on the same LabWare product platform of which you share a common interest. Focus groups and workshops at the CEC provide a great opportunity to network with colleagues and establish long-lasting contacts to share knowledge in a mutually beneficial way.

Expand your skill set

As in previous years, the 2020 NA CEC will provide a wide range of training courses to complement the formal program of presentations. Training is a major benefit of the time you invest attending the CEC and will help your knowledge and skills remain current. We strive to ensure the training is suitable for a wide range of skill levels. The 2020 NA CEC Training Courses will cover LabWare LIMS, ELN, and various aspects of system administration.

Don't miss out!

The LabWare CEC is a unique annual event and has become the largest Lab Informatics conference in North America. Our goal is for your company to derive maximum value and enjoyment from the conference, so your participation and the feedback you provide to LabWare during the CEC is extremely valuable to us. The 2019 NA CEC in Dallas attracted over 560 attendees, and we're expecting the 2020 CEC to be the most exciting event to date. We encourage you to make plans early to join us, and we look forward to seeing you in Orlando.

COST AND REGISTRATION



Registration

CEC Attendance for your Primary Support Contact (PSC) may be a component of your annual Maintenance & Support agreement (please check your latest invoice for your status). We understand there may sometimes be extenuating circumstances that prevent the PSC from attending. Therefore, it is LabWare's policy that the PSC spot at the CEC, if necessary, can be transferred to another employee of your choosing. LabWare highly recommends you send your Secondary Support Contact, should your PSC not be able to attend. Please Note: It is NOT necessary to change/update your PSC contact information solely for the purpose of attending the CEC.

For all other registrants, the Early Bird registration fee is \$2,000 per attendee. Register by Tuesday, March 17, 2020 to take advantage of this fee.

The Registration Fee includes:

- Welcome Reception on Sunday evening (April 26).
- Five-day conference, including Technical and Management Sessions, Tech Talks, Training Classes (25+ classes offered), Vendor Exhibits and Presentations.
- Opportunities to "Meet with the LabWare Staff".
- Breakfast and lunch provided all week (no lunch served on Friday, as Conference ends at noon.)
- Two LabWare-sponsored dinner events on Tuesday and Thursday evenings - additional time well-spent networking with peers.
- LabWare "Swag Bag" with LabWare polo shirt and other giveaways. Please note, you must register by the Registration Deadline, Tuesday, March 17, to receive your "Swag Bag".

Guest Policy

A LabWare GUEST must be a member of your immediate family (spouse/significant other and children). A guest is defined as a family member or significant other whose primary purpose in attending the conference is to accompany the registrant. A co-worker or associate within the industry does not qualify for a guest registration and should complete an individual registration.

Our attendees often choose to invite their families to join them for the week to take advantage of the opportunity to visit a new city and enjoy some R&R while they are attending the Conference.

Although LabWare does not coordinate meals, events or activities for your guests, they are welcome to attend the Welcome Reception and the two LabWare-sponsored dinner events at no extra cost, as long as they are registered and have been issued and are wearing their LabWare Name Badge. Guests are on their own for all meals; breakfast and lunch each day is strictly limited to Conference Attendees.

Please Note:

After the March 17 deadline, the registration fee will increase to \$2,350 per attendee.

Cancellation Policy:

All cancellations must be made via e-mail to **Alice Campbell** at **campbell@labware.com**. Prior to Monday, April 6, 2020 attendees can cancel without penalty.

After Monday, April 6, 2020 attendees will be responsible for the full registration fee.

WESA
Travel Reimbursement Authorization Request

Control No: 20-218-561

Employee Name: Jim Ollerton Employee No.: 561
 Employee Title: Director of IT Department: IT
 Event Description: Infor Customer Day & TechEd
 Purpose/Benefit: Technical training on Infor Cloudsuite Financials and Supply Management
 Location: Minneapolis, MN Dates: April 19-24, 2020

A) REGISTRATION COST
 Event Registration: Infor Customer Day & TechEd No. of Days: 5
Registration Cost: \$0.00

B) TRAVEL COST

I) ACCOMMODATION Hotel: Hilton Minneapolis No. of Nights: 5 Cost/night: \$225.17
Accommodation Cost: \$1,125.85


II) TRANSPORTATION
 Air Travel Cost: \$635.00 Total Mileage: 0 Vehicle: Car Allowance
 Baggage Cost: \$0.00 Less Commute: 0
 Ground Transport: \$50.00 Reimbursable Miles: 0 (x 0.575): \$0.00
Transportation Cost: \$685.00

III) MEALS IRS Per Diem: Su: \$57, Mo: \$76, Tu: \$76, We: \$63, Th: \$63, Fr: \$57 **Meal Cost:** \$392.00

IV) MISCELLANEOUS (including parking, internet charges, training materials, etc.) **Misc. Cost:** \$100.00

C) TOTAL COST
 G/L Account No.: 15-240-121 / 53300 Budget Available (Y/N): Y
TOTAL EVENT COST: \$2,302.85

D) EMPLOYEE ACKNOWLEDGEMENT
 I, **Jim Ollerton**, acknowledge that I understand that submitting a Travel Request form for approval with total costs falling at or below \$500.00 and subsequently submitting actual costs totaling more than \$500.00 will require Board approval before any unauthorized costs are reimbursed or I may choose to receive only the previously approved amount.
 Is this request made voluntarily? **YES** Attendance required by supervisor? **NO** Is overtime involved? **NO** If this request is made voluntarily by the employee, the employee's signature below acknowledges the volunteer nature and the employee's understanding that they will receive no additional pay for hours outside of the employees' normally scheduled work hours.

Employee Signature:  Date: Feb 24, 2020

E) ADVANCES
 Payee/Employee: _____ Amount Requested: _____
 Date Needed: _____ Account No.: _____

F) APPROVALS

REQUIRES BOARD APPROVAL: YES NO

Approved	Signature	Date	
YES <input type="checkbox"/> NO <input type="checkbox"/>	<u>N/A</u>		DEPARTMENT MANAGER APPROVAL
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u>Robert Hartwig</u>	<u>Feb 27, 2020</u>	GM/AGM APPROVAL
YES <input type="checkbox"/> NO <input type="checkbox"/>			BOARD APPROVAL



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**Immersive
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**Product
experts**



**Open
lab**



**Keynotes and
panels**



Networking

Also featuring Infor Customer Day, April 20-21

WESA
Travel Reimbursement Authorization Request

Control No: 20-262-561

Employee Name: Jim Ollerton Employee No.: 561
 Employee Title: Director of IT Department: IT
 Event Description: Inforum 2020
 Purpose/Benefit: User education event to build skills and knowledge to maximize the technology the District has
 Location: Las Vegas, NV Dates: September 13-16, 2020

A) REGISTRATION COST
 Event Registration: Inforum 2020 No. of Days: 4
Registration Cost: \$1,295.00

B) TRAVEL COST


I) ACCOMMODATION Hotel: The Linq Hotel & Casino No. of Nights: 4 Cost/night: \$158.60
Accommodation Cost: \$634.40

II) TRANSPORTATION
 Air Travel Cost: \$250.00 Total Mileage: 0 Vehicle: Car Allowance
 Baggage Cost: \$0.00 Less Commute: 0
 Ground Transport: \$50.00 Reimbursable Miles: 0 (x 0.575): \$0.00
Transportation Cost: \$300.00

III) MEALS IRS Per Diem: Su: \$45.75, Mo: \$61, Tue: \$31, Wed: \$31 **Meal Cost:** \$168.75

IV) MISCELLANEOUS (including parking, internet charges, training materials, etc.) **Misc. Cost:** \$100.00

C) TOTAL COST
 G/L Account No.: 15-240-121 / 53300 Budget Available (Y/N): Y
TOTAL EVENT COST: \$2,498.15

D) EMPLOYEE ACKNOWLEDGEMENT
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 Is this request made voluntarily? **YES** Attendance required by supervisor? **NO** Is overtime involved? **NO** If this request is made voluntarily by the employee, the employee's signature below acknowledges the volunteer nature and the employee's understanding that they will receive no additional pay for hours outside of the employees' normally scheduled work hours.
 Employee Signature:  Date: Mar 3, 2020

E) ADVANCES
 Payee/Employee: _____ Amount Requested: _____
 Date Needed: _____ Account No.: _____

F) APPROVALS

REQUIRES BOARD APPROVAL: YES NO

Approved	Signature	Date	
YES <input type="checkbox"/> NO <input type="checkbox"/>	<u>N/A</u>		DEPARTMENT MANAGER APPROVAL
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u>Robert Hartwig</u>	<u>Mar 3, 2020</u>	GM/AGM APPROVAL
YES <input type="checkbox"/> NO <input type="checkbox"/>			BOARD APPROVAL



ABOUT

Education

FAQs

Hotels and travel

Registration and pricing

Registration and pricing

Schedule

Sponsors

Sponsors

Become a sponsor

Login

Register

Included in the Registration Fee

- Registration Fees
- Cancellation Policy
- Forms of Payment
- Guest Fees
- Registration Hours
- Justification Letter

Included in the Registration Fee

- Three days of immersive learning
- Keynotes featuring Infor Executives and engaging Guest Speakers
- Access to the Hub featuring Infor’s latest innovations, hands-on demos and more
- 700+ innovative education sessions, including customer case studies and hands-on sessions
- Meals (2 breakfasts, 2 lunches, coffee breaks, and Welcome Reception)
- Numerous networking opportunities with the 5,000 customers and partners
- Private concert with a world-class entertainer at the Customer Appreciation Party

Registration Fees

Early Bird	January 14 – May 1, 2020	\$1,295
Late Bird	May 2 – May 22, 2020	\$1,395
Regular	May 23 – September 12, 2020	\$1,595
Onsite	September 13-16, 2020	\$1,895

Group packages are available, but must be purchased at one time by selecting the appropriate option during registration.

For 6-10 Registrations – \$1,095/each

For 11+ Registrations – \$995/each

Day pass: \$895—Provides one-day access on Monday, Tuesday, or Wednesday. Specific day must be selected at time of registration. Day pass includes: General Session (Tues only), education sessions, academies, The Hub with hands-on demos, partner exhibits, and Speed Sessions. Note: Only the Monday pass includes the Welcome Reception and only the Wednesday pass includes the Customer Appreciation Event.

Cancellation Policy

Conference cancellations received or postmarked no later than **May 19, 2020**, will not be charged a cancellation fee. Conference cancellations received or postmarked from **May 20 through August 4, 2020**, will be refunded less a \$300 processing fee per registration. No refunds will be given for any Event cancellations received or postmarked after **August 4, 2020**. Processing fees will be deducted from the refund being provided to the registrant. Refunds will not be provided to individuals who are no-shows to the Event. Cancellation requests not received in writing will not be honored. Fees and costs associated with the cancellation of any travel reservations and/or hotel reservations are the exclusive responsibility of the registrant.

If you are unable to attend Inforum 2020, you may transfer/substitute your registration to another person from your company at no charge. Please email your cancellation or substitution requests to inforumsupport@infor.com.

It is against Inforum 2020 policy to share, swap, and/or trade badges at any time during the conference. Violators will be asked to leave the conference immediately without refund.

Forms of Payment

Registration fees can be paid by credit card (Visa, MasterCard, American Express). Checks are accepted for payments for \$10,000 USD or more.

Payment inquires can be sent to inforumsupport@infor.com.

Guest Fees

Guest Passes are available for the following:

- Monday Welcome Reception – \$100

Guests are not permitted to attend the conference sessions. Guest passes can be purchased at time of registration or on-site at Inforum. Limit of one Welcome Reception guest pass per registrant can be purchased. All guest pass purchases are based upon availability. **Please note guests must be 21 years of age or older.**

Registration Hours

Monday	September 14	10:00 am – 8:00 pm
Tuesday	September 15	7:00 am – 6:30 pm
Wednesday	September 16	7:00 am – 6:00 pm

Justification Letter

Use these handy letters and cost-estimators to show the ROI from attending:
[North America Justification Letter](#)

WESA
Travel Reimbursement Authorization Request

Control No: 20-275-1057

Employee Name: Kaitlyn Wu Employee No.: 1057
 Employee Title: Community Affairs Specialist Department: Community Affairs
 Event Description: California Public Information Officials (CAPIO) Annual Conference
 Purpose/Benefit: Networking and multiple workshops with individuals in similar fields of industry
 Location: Santa Barbara, CA Dates: April 20th-23rd

A) REGISTRATION COST

Event Registration: CAPIO Annual Conference No. of Days: 4

Registration Cost: \$540.00

B) TRAVEL COST

I) ACCOMMODATION Hotel: Haley Hotel No. of Nights: 3 Cost/night: \$215.00

Accommodation Cost: \$645.00

II) TRANSPORTATION

Air Travel Cost: \$0.00 Total Mileage: 312 Vehicle: personal
 Baggage Cost: \$0.00 Less Commute: 54.6
 Ground Transport: \$0.00 Reimbursable Miles: 257.4 (x 0.575): \$148.01

Transportation Cost: \$148.01

III) MEALS IRS Per Diem: 4/20: \$57, 4/21: \$57, 4/22: \$23, 4/23: \$57 **Meal Cost:** \$194.00

IV) MISCELLANEOUS (including parking, internet charges, training materials, etc.) **Misc. Cost:** \$160.00

C) TOTAL COST


G/L Account No.: 15-222-110 / 53300 Budget Available (Y/N): Y

TOTAL EVENT COST: \$1,687.01

D) EMPLOYEE ACKNOWLEDGEMENT

I, Kaitlyn Wu, acknowledge that I understand that submitting a Travel Request form for approval with total costs falling at or below \$500.00 and subsequently submitting actual costs totaling more than \$500.00 will require Board approval before any unauthorized costs are reimbursed or I may choose to receive only the previously approved amount.

Is this request made voluntarily? **YES** Attendance required by supervisor? **NO** Is overtime involved? **NO** If this request is made voluntarily by the employee, the employee's signature below acknowledges the volunteer nature and the employee's understanding that they will receive no additional pay for hours outside of the employees' normally scheduled work hours.


Employee Signature:  Date: Mar 3, 2020

E) ADVANCES

Payee/Employee: _____ Amount Requested: _____
 Date Needed: _____ Account No.: _____

F) APPROVALS

REQUIRES BOARD APPROVAL: YES NO

Approved	Signature	Date	
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u></u>	<u>Mar 3, 2020</u>	DEPARTMENT MANAGER APPROVAL
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u>Robert Hartwig</u>	<u>Mar 3, 2020</u>	GM/AGM APPROVAL
YES <input type="checkbox"/> NO <input type="checkbox"/>	_____	_____	BOARD APPROVAL



Annual Conference

Santa Barbara, California



Vision 2020: The Future of Communications is the theme for CAPIO's upcoming annual conference—four days of thought-provoking sessions, networking opportunities, and inspiring keynote speakers in beautiful Santa Barbara.

DATES: April 20 – 23, 2020

LOCATION: Hilton Beachfront Resort Santa Barbara

New this year we will have two tracks on Monday's pre-conference day – a Social Media Bootcamp and a second on Crisis Communications / Civil Unrest. Also new this year we are including several two-hour **Learning Labs** and **Issue Roundtables**. With three keynotes and more than 20 additional sessions rounding out the training week, you will return to

your office inspired with ideas on how to lead your agency's communications into the future.

Be sure to plan submissions early to compete in the Excellence in Public Information and Communications (EPIC) Awards. The EPIC soirée recognizes forward-thinking projects and ideas from the past year. See how the CAPIO experience can help you usher in a new era of success!



Travel Reimbursement Authorization Request

Employee Name: William Graham Employee No.: 794
Employee Title: Maintenance Superintendent Department: Operations
Event Description: CA-NV AWWA Spring Conference 2020
Purpose/Benefit: Local opportunity for learning about the newest trends in water treatment, water distribution and technical sessions, focusing on industry advancements
Location: Anaheim, CA Dates: April 6-9, 2020

A) REGISTRATION COST

Event Registration: CA-NV AWWA Spring Conference 2020 No. of Days: 4
Registration Cost: \$574.00

B) TRAVEL COST

I) ACCOMMODATION Hotel: Anaheim Marriott No. of Nights: 4 Cost/night: \$198.81
Accommodation Cost: \$795.24
II) TRANSPORTATION
Air Travel Cost: \$0.00 Total Mileage: 208 Vehicle: Personal
Baggage Cost: \$0.00 Less Commute: 146.8
Ground Transport: \$0.00 Reimbursable Miles: 61.2 (x 0.575): \$35.19
Transportation Cost: \$35.19
III) MEALS IRS Per Diem: Apr 5 D: \$28 / Apr 6 - 9: \$264 Meal Cost: \$292.00
IV) MISCELLANEOUS (including parking, internet charges, training materials, etc.) Misc. Cost: \$100.00

C) TOTAL COST

G/L Account No.: 20-381-110-53300 Budget Available (Y/N): Y
TOTAL EVENT COST: \$1,796.43

D) EMPLOYEE ACKNOWLEDGEMENT

I, William Graham, acknowledge that I understand that submitting a Travel Request form for approval with total costs falling at or below \$500.00 and subsequently submitting actual costs totaling more than \$500.00 will require Board approval before any unauthorized costs are reimbursed or I may choose to receive only the previously approved amount.

Is this request made voluntarily? YES Attendance required by supervisor? NO Is overtime involved? NO If this request is made voluntarily by the employee, the employee's signature below acknowledges the volunteer nature and the employee's understanding that they will receive no additional pay for hours outside of the employees' normally scheduled work hours.

Employee Signature: [Signature] Date: 2/18/2020

E) ADVANCES

Payee/Employee: Amount Requested:
Date Needed: Account No.:

F) APPROVALS

REQUIRES BOARD APPROVAL: YES [checked] NO []

Approved YES [checked] NO [] Signature: David Smith Date: 3/2/20 DEPARTMENT MANAGER APPROVAL
YES [checked] NO [] Signature: [Signature] Date: Mar 2, 2020 GM/AGM APPROVAL
YES [] NO [] BOARD APPROVAL



Attendee Registration Form

Date: _____ Time: _____

I am a speaker at this conference.

Attendee Name: _____

Title: _____ Company: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____ Fax: _____

Email: _____ AWWA Member #: _____

Type of Membership (please check one): Individual Organization Operator/Admin. Utility

Complimentary Spouse/Guest* (If attending): _____

**Household members only. Does not include Water Industry Personnel.*

Member Registration	Early On/Before 1/24/20	PRE On/Before 3/13/20	Onsite After 3/13/20	Subtotals
<input type="checkbox"/> FULL REGISTRATION: Includes All Technical sessions, Keynote Lunch & Exhibitor Hosted Lunch & Exhibit Hall Entrance	\$499	\$549	\$599	\$ _____
<input type="checkbox"/> Tuesday One-Day : Includes Keynote Lunch, Exhibit Hall Entrance & Technical Sessions	\$279	\$329	\$379	\$ _____
<input type="checkbox"/> Wednesday One-Day : Includes Exhibitor Hosted Lunch, Exhibit Hall Entrance & Technical Sessions	\$279	\$329	\$379	\$ _____
<input type="checkbox"/> EDUCATION PACKAGE Wednesday/Thursday Includes Technical Sessions & Exhibit Hall Entrance	\$279 No Meals	\$329 No Meals	\$379 No Meals	\$ _____
<input type="checkbox"/> Thursday One-Day Includes Technical Sessions	\$169	\$169	\$169	\$ _____
<input type="checkbox"/> STUDENT - Must be full time Student/AWWA Student Member <input type="checkbox"/> RETIREE REGISTRATION - Must be: 1) Retired from all gainful employment. 2) A member of AWWA for at least 15 years. 3) At least 60 years of age.	FREE No Meals	FREE No Meals	FREE No Meals	\$ FREE

LUNCHES
If not included with registration fee.
<input type="checkbox"/> Keynote Lunch (\$50)
<input type="checkbox"/> Exhibitor Hosted Lunch (\$50)
Subtotal \$ _____

SPECIAL EVENTS
<input type="checkbox"/> Tues. Technical Tour (\$60)
<input type="checkbox"/> Wed. Technical Tour (\$60)
<input type="checkbox"/> Water for People (\$TBD)
Subtotal \$ _____

Non-Member Registration	Early On/Before 1/24/20	PRE On/Before 3/13/20	Onsite After 3/13/20	Subtotals
<input type="checkbox"/> FULL REGISTRATION: Includes All Technical sessions, Keynote Lunch & Exhibitor Hosted Lunch & Exhibit Hall Entrance	\$599	\$649	\$699	\$ _____
<input type="checkbox"/> Tuesday One-Day : Includes Keynote Lunch & Exhibit Hall Entrance	\$299	\$349	\$399	\$ _____
<input type="checkbox"/> Wednesday One-Day : Includes Exhibitor Hosted Lunch & Exhibit Hall Entrance	\$299	\$349	\$399	\$ _____
<input type="checkbox"/> EDUCATION PACKAGE Wednesday/Thursday Includes Technical Sessions & Exhibit Hall Entrance	\$299 No Meals	\$349 No Meals	\$399 No Meals	\$ _____
<input type="checkbox"/> Thursday One-Day Includes Technical Sessions	\$169	\$169	\$169	\$ _____

CONTACT HOURS
<input type="checkbox"/> FREE (I am an individual, operator or administrative AWWA member)
<input type="checkbox"/> \$25 (My utility/organization is an AWWA member OR I am not an AWWA member)
Subtotal \$ _____

PAYMENT METHOD
Check # _____ Payable to CA-NV Section AWWA (U.S. Funds)
PO# _____
Credit Card: <input type="checkbox"/> Visa <input type="checkbox"/> MC <input type="checkbox"/> AMEX
Card No.: _____
Exp. Date: _____ CVV: _____
Name on Card: _____
Authorized Signature: _____
Billing Zip Code: _____ <i>Must be Zip Code in which your credit card statement is mailed</i>
Email (to receive a receipt): _____

PAYMENT INFORMATION
Registration Total: _____ Special Events Total: _____
Meal Total: _____ Contact Hours: _____
Total Amount Due: _____

Refund requests must be submitted in writing to the Section office by March 29, 2020. A 25% administrative fee will be deducted from all refunds. **No Refunds Granted after March 29, 2020.** By submitting this form, you are consenting to having your photo/video taken at the event which may be used for future Section promotions. To opt-out email info@ca-nv-awwa.org.

CA-NV Section, AWWA
 10435 Ashford Street, 2nd Floor, Rancho Cucamonga, CA 91730
 Phone: (909) 481-7200 / Fax: (909) 291-2107 / www.ca-nv-awwa.org

Return this completed form with your payment or purchase order to
 CA-NV AWWA • 10435 Ashford Street • Rancho Cucamonga, CA 91730
 or submit by fax to (909) 291-2107 or by email to schickarmane@ca-nv-awwa.org

DATE: March 9, 2020

TO: Board of Directors

FROM: General Manager

**SUBJECT: REIMBURSEMENT DISCLOSURE REPORT OF STAFF
REIMBURSEMENTS FOR JANUARY - DECEMBER 2019**

BACKGROUND

In accordance with Government Code Section 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."

The total expenses reported on the attached Reimbursement Disclosure Report for January 2019 to December 2019 is \$42,916.66.

The expense information is being presented in order to comply with State law; no action is recommended.

RECOMMENDATION

The General Manager and staff recommend that the Board of Directors:

1. No action needed at this time; this is an informational item.

ENVIRONMENTAL WORK STATUS

Not applicable.

FISCAL IMPACT

Within Budget - Not applicable.

Originated by: LaDawn Allen – Finance

Reviewed by: Scott Thompson – Finance

Attachments:

WESA Reimbursement Disclosure Report Jan-Dec 2019

**WATER EMPLOYEE SERVICES AUTHORITY
REIMBURSEMENT DISCLOSURE REPORT
JANUARY 2019 - DECEMBER 2019**

<u>Name</u>	<u>Check Date</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
STAFF				
Ali	5/2/2019	Certification Renewal	295.00	
	7/11/2019	Travel - 2019 Annual Conf: AWWA & Exposition (ACE)	1,470.05	
	12/5/2019	Travel - 2019 AWWA WQTC	1,438.57	
				3,203.62
Allen, L	1/31/2019	Education Reimbursement	1,710.00	
	4/18/2019	Education Reimbursement	1,678.90	
	8/8/2019	Education Reimbursement	1,611.10	
				5,000.00
Allen, P	12/12/2019	Certification Reimbursement	125.00	
				125.00
Amezcuca	10/24/2019	Travel - Water Quality, Inc. - Wastewater Review	156.56	
				156.56
Arriaga	11/27/2019	Boot Purchase Reimbursement	250.11	
				250.11
Ayala	3/14/2019	Boot Purchase Reimbursement	300.00	
				300.00
Barron	1/17/2019	Education Reimbursement	572.79	
				572.79
Bobo	6/6/2019	Travel - SharePoint Conference	111.76	
				111.76
Brees	10/31/2019	Education Reimbursement	1,965.38	
				1,965.38
Cabrera	12/5/2019	Travel - 2019 ABPA Western Regional Backflow Conference	516.45	
				516.45
Cardoza	6/13/2019	Travel - GFOA Annual Conference 2019	173.20	
				173.20
Chamberlain	3/7/2019	Boot Purchase Reimbursement	258.59	
				258.59
Collie	3/28/2019	Travel - AWWA Utility Management Conference	125.35	
				125.35
Davalos	11/14/2019	Travel - 2019 ABPA Western Regional Backflow Conference	333.54	
				333.54
Dee	12/12/2019	Travel - Managing Federal Grants & Cooperative Agreement for Recipients	456.18	
				456.18

<u>Name</u>	<u>Check Date</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
Diaz	1/10/2019	Boot Purchase Reimbursement	<u>300.00</u>	300.00
Estelle	1/24/2019	Travel - CSMFO Annual Conference 2019	<u>435.68</u>	435.68
Flexman	7/25/2019	Travel - GSI Training & Expo	<u>116.23</u>	116.23
Flores	5/23/2019	Boot Purchase Reimbursement	176.16	300.00
	12/12/2019	Boot Purchase Reimbursement	<u>123.84</u>	
Gastelum	7/11/2019	Travel - AWWA 2019 Annual Conference & Exposition	654.29	762.91
	7/25/2019	Travel - Portable Water System Hydraulics Workshop	<u>108.62</u>	
Gray	1/10/2019	Travel - Centre for Organization Effectiveness/Regional Supervisors Academy	270.32	434.88
	9/5/2019	Travel - Tri-State 2019	<u>164.56</u>	
Gutierrez	9/5/2019	Travel - Tri-State 2019	<u>116.27</u>	116.27
Hartwig	5/23/2019	Travel reimbursement with assumption of Interim GM position	<u>2,625.51</u>	2,625.51
Hays	2/28/2019	Certification Reimbursement	<u>195.00</u>	195.00
Henry	3/28/2019	Education Reimbursement	849.40	1,694.40
	7/11/2019	Education Reimbursement	<u>845.00</u>	
Hernandez	1/24/2019	Boot Purchase Reimbursement	<u>217.49</u>	217.49
Holmes	1/10/2019	Boot Purchase Reimbursement	<u>299.00</u>	299.00
Hooper	3/28/2019	Boot Purchase Reimbursement	160.00	4,566.96
	8/29/2019	Education Reimbursement	1,350.00	
	9/5/2019	Education Reimbursement	1,481.96	
	11/7/2019	Education Reimbursement	<u>1,575.00</u>	
Hunter	3/7/2019	Travel - 2019 Pretreatment, Pollution Prevention & Stormwater Conference	<u>381.41</u>	381.41
Ibarra	5/9/2019	Certification Reimbursement	<u>105.00</u>	105.00
Johnson	6/6/2019	Travel - AclaraConnex 2019 Conference	<u>172.30</u>	172.30

<u>Name</u>	<u>Check Date</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
Kalaria	10/31/2019	Travel - WEFTEC 2019 Conference	<u>278.52</u>	278.52
Kolb	8/29/2019	Travel - Tri-State 2019	<u>125.74</u>	125.74
Lawless	2/14/2019 10/24/2019	Certification Reimbursement Certification Reimbursement	120.00 <u>185.00</u>	305.00
Leonard	1/31/2019 2/21/2019 3/28/2019 5/30/2019 10/31/2019	Education Reimbursement Certification Reimbursement Education Reimbursement Education Reimbursement Boot Purchase Reimbursement	1,850.00 105.00 1,850.00 1,300.00 <u>300.00</u>	5,405.00
Lyon	1/31/2019	Boot Purchase Reimbursement	<u>300.00</u>	300.00
MacGill	2/14/2019 3/21/2019 7/3/2019	Boot Purchase Reimbursement Certification Reimbursement Travel - Labware CEC 2019	199.79 150.00 <u>162.86</u>	512.65
Martinez, K	5/30/2019	Travel - CWEA Annual Conference	<u>861.51</u>	861.51
Montoya	8/29/2019	Travel - Tri-State 2019	<u>168.36</u>	168.36
Moore, J	1/17/2019	Certification Reimbursement	<u>433.00</u>	433.00
Munson	10/31/2019	Travel - WaterSmart Innovations Conf & Expo	<u>232.70</u>	232.70
Navarro, Sr.	2/14/2019	Certification Reimbursement	<u>105.00</u>	105.00
Nikolic	6/13/2019	Travel - GFOA Annual Conference 2019	<u>254.95</u>	254.95
Oates	2/14/2019	Boot Purchase Reimbursement	<u>163.11</u>	163.11
Ochoa	5/16/2019	Travel - Regional Supervisors Academy	<u>114.60</u>	114.60
Ramirez	5/16/2019	Travel - Regional Supervisors Academy	<u>252.31</u>	252.31
Rivera	1/17/2019 5/9/2019	Education Reimbursement Boot Purchase Reimbursement	2,693.35 <u>200.00</u>	2,893.35

<u>Name</u>	<u>Check Date</u>	<u>Description</u>	<u>Amount</u>	<u>Total</u>
Sachs	1/24/2019	Membership Fee Reimbursement	550.00	
	12/19/2019	Boot Purchase Reimbursement	300.00	
				850.00
Salhani	3/14/2019	Certification Reimbursement	345.00	345.00
Sandefur	8/29/2019	Certification Reimbursement	235.00	235.00
Sauceda	5/9/2019	Certification Reimbursement	235.00	235.00
Scroggins	2/21/2019	Certification Reimbursement	105.00	105.00
Siordian	8/8/2019	Boot Purchase Reimbursement	300.00	300.00
Smith, D	12/19/2019	Boot Purchase Reimbursement	300.00	300.00
Smith, M	2/21/2019	Certification Reimbursement	170.00	170.00
Stuart	3/7/2019	Certification Reimbursement	165.00	165.00
Tejeda	10/10/2019	Certification Reimbursement	125.00	125.00
Thompson	11/21/2019	Travel - Governmental and Not-for-Profit Training	253.45	253.45
Torner	12/5/2019	Boot Purchase Reimbursement	200.00	200.00
Vigil	3/7/2019	Travel - Water Education Foundation Lower Colorado River Tour 2019	143.10	143.10
Woodrome	10/17/2019	Travel - WaterSmart Innovations Conference & Exposition	281.88	281.88
Yeung	7/25/2019	Travel - 2019 ESRI User Conference	214.86	214.86
Zarate-Poore	6/6/2019	Education Reimbursement	316.00	316.00
		Total	42,916.66	\$ 42,916.66