

**RESOLUTION NO. 2024-46
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT
AMENDING POLICY 4030 BOARD COMPENSATION, EXPENSE REIMBURSEMENTS AND
TRAVEL ALLOWANCE**

WHEREAS, the Georgetown Divide Public Utility District (“District”) Board of Directors adopted Policy 4030 Board Compensation, Expense Reimbursements, and Travel Allowance on June 13, 2013; and

WHEREAS, the Ad Hoc Policy Committee reviewed and updated Policy 4030 Board Compensation, Expense Reimbursements, and Travel Allowance to the new standards of the District Policy and Procedures Manual and submitted it for approval consideration on June 13, 2023. Board action adopted the updated policy; and

WHEREAS, the Board of Directors requested further review of the policy during the Regular Meeting of June 6, 2024. The Ad Hoc Policy Committee further reviewed and approved amendments for submission to the Board of Directors for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT the attached Policy 4030 Board Compensation, Expense Reimbursements, and Travel Allowance hereto as Exhibit A is approved and adopted by the Board of Directors. The General Manager is authorized to certify the policy and enter it into the Policy and Procedures Manual.

PASSED AND ADOPTED by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the 10th day of July 2024 by the following vote:

AYES: Saunders, Stovall, Thornbrough, Seaman and MacDonald

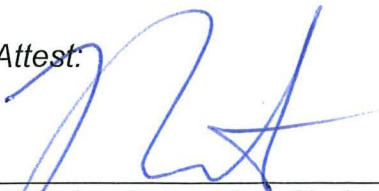
NOES: None

ABSENT/ABSTAIN: None



Mitch MacDonald, President, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

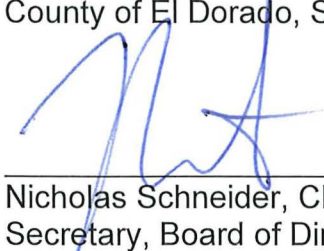
Attest:



Nicholas Schneider, Clerk, and Ex officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

CERTIFICATION

I hereby certify that the foregoing is a full, true, and correct copy of Resolution 2024-46 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this 10th day of July 2024.



Nicholas Schneider, Clerk, and Ex Officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

ATTACHMENT:

Exhibit A – Policy 4030– Board Compensation, Expense Reimbursements and Travel Allowance



GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Policy and Procedures Manual

POLICY TITLE: Board Compensation, Expense Reimbursements and Travel Allowance

POLICY NUMBER: 4030 **Adopted:** 06/25/2013 **Amended:** 06/13/2023 **Amended:** 07/10/2024

REFERENCES: Ordinance 2011-01, Public Utilities Code Section 16002, Internal Revenue Service Publication 535, Government Service Administration per Diem Rates.

SECTION 4030.01 PURPOSE

The purpose of this policy is to establish the procedures governing the payment of monthly compensation and expense reimbursement for members of the Board of Directors of the Georgetown Divide Public Utility District pursuant to Public Utilities Code Section 16002(a) and Ordinance 2011-01.

SECTION 4030.02 DEFINITIONS AND REFERENCES

For the purposes of this policy, unless otherwise apparent from the context, certain words and phrases used in this policy are defined as follows:

Internal Revenue Service Publication 463 shall reference the explanation contained in this IRS tax document that explains what records are needed to prove expenses incurred.

Internal Revenue Service Publication 535 shall reference the mileage rate that is provided in this IRS tax document.

SECTION 4030.03 DIRECTOR'S COMPENSATION

Members of the Board of Directors shall receive monthly compensation, the amount of which shall be established annually by the Board at its regular meeting in July and be consistent with applicable state law and GDPUD Ordinance 2011-01.

Section 4030.03.01 Ordinance 2011-01

Ordinance 2011-0, adopted by the Board of Directors on February 8, 2011, sets forth the compensation and benefits to be provided to the District's Board of Directors.

Section 2 of this Ordinance establishes a monthly stipend of Four Hundred Dollars (\$400.00) for an annual amount not to exceed Four Thousand Eight Hundred Dollars (\$4,800.00), pursuant to Public Utility Code Section 16002(a). A Director must attend the regular meeting of the Board to receive the monthly stipend.

Section 4030.03.02 Public Utilities Code Section 16002

Compensation for Directors is established pursuant to Public Utilities Code § 16002, which states: Each member of the Board may receive the compensation that the Board by Ordinance provides, not exceeding four thousand eight hundred dollars (\$4,800) a year.

SECTION 4030.04 ANNUAL ALLOWANCE FOR DISTRICT-RELATED TRAVEL EXPENSES

The Board of Directors shall include an annual travel allowance for each Director, based on the approved District budget, while on official District business as described in Public Utilities Code § 16002(b)(2), which states: Representation of the District at a public event, if that representation has been previously approved at a meeting of the Board and the member delivers a written report regarding the member's representation to the Board at the Board meeting immediately following the public event.

Official District business shall include federal, state, regional, and local meetings, and training sessions, conferences, and events. The annual allowance shall cover the following travel expenses which are subject to the requirements of Government Code §§ 53232.2 and 53232.3, as well as the requirements of Ordinance 2011-01.

The District shall calculate the reimbursement amount according to the following provisions:

Section 4030.04.01 Mileage

Mileage incurred by Directors in their own vehicle shall be set at the rate of reimbursement allowed under Publication 535 of the Internal Revenue Service. Mileage shall not be reimbursed for attendance at regular or special board meetings held at the District office or other similar locations within the District.

Section 4030.04.02 Lodging, Travel by Public Transportation

Expenses for lodging, travel by public transportation, and incidental expenses incurred for attendance at meetings or conferences are subject to prior approval by the Board of Directors. However, the Board in its discretion may approve reimbursement after a Director has attended the meeting or conference in circumstances where the meeting schedule of the Board did not permit prior approval of the request.

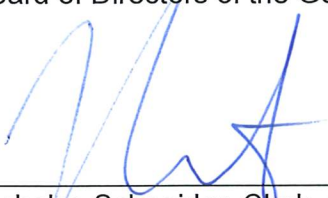
- A. The minimum distance for lodging and travel consideration shall be (75) miles from the District's main office. When attendance at multiple-day meetings or conferences is required, the minimum travel distance for reimbursement is 50 miles from the District office.
- B. The per diem rate will be utilized as a suggested cap amount for expense limitations, based on per diem rates established annually by the Government Service Administration. This rate chart is included in Appendix A and will be updated annually by staff when received from the GSA.
- C. **Internal Revenue Rates** – IRS Publication 463 shall be followed and the use of California per diem rates shall be used as stated in this publication for travel, lodging, and other actual and necessary expenses.
- D. Meals and Incidentals – Expenses for meals and incidentals shall be based on the California State per diem rate.

SECTION 4030.05 CONFERENCE AND TRAINING REGISTRATION FEES, AND TRAVEL EXPENSES

Upon Board approval of a Director's attendance of meetings, conferences, and training sessions, the District shall make registration payments for lodging, and travel expenses. The District shall make efforts to obtain reduced rates through early registration or other opportunities for rate reductions.

Certification

I hereby certify that the foregoing is a full, true, and correct copy of Policy 4030 amended by the Board of Directors of the Georgetown Divide Public Utility District on July 10th, 2024.



Nicholas Schneider, Clerk, and Ex-Officio
Secretary, Board of Directors
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT