

**RESOLUTION NO. 2269**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE MONTECITO WATER DISTRICT  
UPDATING THE DIRECTORS' COMPENSATION, EXPENSE REIMBURSEMENT  
AND BENEFITS POLICY FOR 2024**

**WHEREAS**, the Montecito Water District's *Directors' Benefits, Compensation and Expense Reimbursement Policy* (Policy), last revised on August 21, 2007, provides guidance to District officials and personnel on the use and expenditure of District resources as well as the standards against which those expenditures will be measured; and

**WHEREAS**, District Ordinance No. 88, adopted September 18, 2007, set the base rate for Directors' compensation at \$100 per day for each day of attendance at meetings in accordance with the Policy and the Water Code. Ordinance No. 88 established that "For each subsequent calendar year following calendar year 2007, the compensation set forth herein may be increased upon the adoption of a resolution by the Board of Directors authorizing an increase in the compensation paid to each Director in an amount not to exceed the sum of \$5.00 for each calendar year following the last adjustment".

**WHEREAS**, beginning in 2009 and periodically thereafter, the District adopted resolutions increasing the base rate for Directors' compensation per day for each day of attendance at meetings in accordance with the Policy. Most recently, the District adopted Resolution No. 2244 on December 13, 2022, which increased the base rate for Directors' compensation to \$180 per day for each day of attendance at meetings in accordance with the Policy; and

**WHEREAS**, the Board of Directors desires to update the *Directors' Benefits, Compensation and Expense Reimbursement Policy* including the base rate for Directors' compensation annually;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Montecito Water District as follows:

1. The August 21, 2007, *Directors' Benefits, Compensation and Expense Reimbursement Policy* and Resolution 2244 updating Director compensation for 2023 are hereby repealed entirely and replaced with Resolution 2269.
2. That the adoption of this Resolution is not subject to the California Environmental Quality Act because it will not result in a direct or reasonably foreseeable indirect physical change in the environment pursuant to CEQA Guidelines section 15060(c)(2).
3. **Director Compensation**
  - a. Compensation will be paid for Director attendance at:
    - i. District Board meetings and Board workshops
    - ii. District Committee meetings including Ad hoc Committees

- iii. Meetings of Joint Powers Agencies of which the District is a member, and other agency meetings to which the Director is assigned as the principal District representative.
  - iv. One orientation meeting for a Joint Powers Agency or other agency when a new Director is assigned as the principal District representative.
  - v. Other functions authorized by the Board majority and/or Board President, including but not limited to ACWA and CSDA conferences, and communicating with representatives of regional, state, and national government on District adopted policy positions adopted policy positions.
- b. Director compensation is limited to payment for one meeting per day, and no more than ten meetings per month pursuant to Water Code §20201 and §20202.
  - c. The rate of Director compensation is set by the Board in accordance with state law and annual Board resolution. Beginning January 1, 2024, Director compensation is increased by the sum of \$5 (five dollars) from the current \$180 to \$185 per day for each day of attendance at meetings in accordance with Ordinance 88.
  - d. Compensation will not be paid to the Director when attendance is compensated by another agency.
  - e. Compensation for one travel day each way will be allowed, but only if required for distant location or timeliness.

#### **4. Expense Reimbursements**

- a. Expenses will only be paid for attendance at meetings to which the director designated to attend by a majority vote of the Board or assigned by the Board President.
- b. Directors will be reimbursed for those actual, reasonable, and necessary expenses related to the District business specified herein, and for the benefit of District customers.
- c. Reimbursement will be limited to the Director's expenses and do not include additional expenses for spouses, family members, or guests. Exception will be made if another person is necessary to provide essential support necessary to a Director due to a specific recognized handicap or physical limitation.
- d. Where expenses are not included in the registration cost of an authorized event or activity, reimbursement of actual expenses will be in accordance with the limits set forth below:
  - i. Incidental Expenses: Expenses for alcoholic beverages, entertainment, personal phone calls and other personal incidental expenses will not be reimbursed.

- ii. Travel: Reimbursement will be provided only for the expense equivalent to the most economical mode and class of transportation reasonably consistent with scheduling requirements. The actual mode of travel will be at the option of the Director.
    - 1. Mileage: If travel involves the use of a personal vehicle, mileage will be reimbursed at the current IRS rate.
    - 2. Air Travel: The District will pay for the actual cost of air travel. The District will endeavor to book air travel in consultation with the Director and pay the cost of air travel directly.
    - 3. Travel outside of California must have prior Board approval.
  - iii. Meals: Reimbursement will be made up to the per diem amount established by the IRS for San Francisco. Meals will be reimbursed based upon actual cost and submittal of receipts.
  - iv. Lodging: The District will pay for the actual cost of lodging. The most reasonable cost room should be chosen. The District will endeavor to book lodging in consultation with the Director and pay the lodging costs directly.
  - v. District-Related Incidental Costs: District-related faxes, phone calls, or photocopying will be reimbursed based upon actual costs and submittal of receipts.
  - vi. The District will not issue District credit cards or cell phones for use by any Director.
- e. Reimbursement Procedure
- i. Expenses will be reimbursed by the District in accordance with these rules within two weeks of submission to the General Manager on the director's fee and/or expense form. No request for reimbursement will be considered more than six months after the expense was incurred.
  - ii. All compensation and reimbursement paid to Directors will be included on the next check register to be reviewed and ratified by the Board at the succeeding Board meeting.
  - iii. At the next Board meeting after expenses are incurred, Directors shall briefly report on meetings they attended at District expense. If multiple Directors attended, a joint report may be made. [Government Code §53232.3]

## **5. Director Benefits**

Medical and retirement benefits are only available to those Directors first elected or appointed as a District Director prior to January 1, 1995, in accordance with District Resolution No. 1969, adopted May 20, 2003.

**PASSED AND ADOPTED** by the Board of Directors of the Montecito Water District this 14<sup>th</sup> day of November 2023 by the following roll call vote:


AYES: Coates, Goebel, Hayman, Plough, Wicks

NOES:

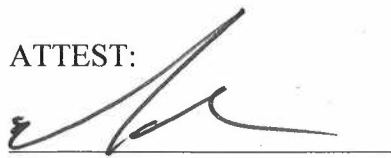
ABSENT:

ABSTAIN:

APPROVED:

  
Tobe Plough, Board President

ATTEST:



Nicholas Turner, Secretary