

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Director Compensation
POLICY NUMBER: 4025
ADOPTED: February 21, 2006
AMENDED: 7/10/2008, 3/10/2011, 8/11/2016
LAST AMENDED: November 10, 2021

4025.10 PURPOSE

The purpose of this policy is to prescribe the manner in which members of the Board of Directors may be compensated for their service.

4025.20 AUTHORITY

The Twain Harte Community Services District is authorized to provide compensation and reimbursement to member of its Board of Directors in accordance to Government Code Sections 61047 and 53232.2, which provide community services districts with guidelines that must be followed if such districts elect to compensate members of their board of directors for their service. Said guidelines generally include the following:

1. Each member of the Board of Directors may receive compensation in an amount not to exceed one hundred dollars per qualifying meeting attended.
2. A member of the Board of Directors may not receive compensation for more than six meetings per month.
3. A local agency may reimburse members of the board of directors for actual and necessary expenses incurred in the performance of qualifying official duties.

4025.30 DIRECTOR COMPENSATION

4025.31 Meetings Qualifying for Compensation. The District has elected to compensate members of its Board of Directors for the following meetings:

1. Agendized Board Meetings: \$100 per meeting
2. Agendized Committee Meetings: \$60 per meeting

4025.32 Meetings not Qualifying for Compensation. Although it is allowed by law, the District has elected to not compensate members of its Board of Directors for the following types of meetings:

1. Representation of the District at a public event.
2. Representation of the District at a public meeting or public hearing conducted by another public agency.
3. Representation of the District at a meeting of public benefit nonprofit corporation on whose board the District has membership.
4. Participation in a training program or conference (including training required by statute) on a topic that is directly related to the District.

4025.40 EXPENSE REIMBURSEMENT

District directors are eligible to receive reimbursements for travel, meals, lodging, and other reasonable and necessary expenses for attending any of the above meetings not qualifying for compensation on behalf of the District. Expenses will be reimbursed in accordance with Policy #2083, Travel Expense Reimbursement. The following requirements must be met to be eligible to receive reimbursement:

1. Official representation of the District at a public event, agency public meeting, agency public hearing, or nonprofit public benefit shall be approved by the Board of Directors prior to attendance.
2. Attendance of a training program or conference must first be approved according to the requirements of Policy #4090, Training Education and Conferences.
3. Directors receiving reimbursement for attending eligible functions must submit a written report to the Board of Directors at their next meeting, describing their attendance at the function.

4025.50 RIGHT TO REFUSE COMPENSATION

A Director may, at his/her discretion, refuse or return all or any portion of his/her compensation.