

## Board Member Compensation

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### B-30

**PURPOSE:** This policy establishes compensation for Board Members to attend meetings.

**B-30-10 Limit on Meetings.** Directors of Mt. View Sanitary District (MVSD) shall be compensated per the most recent Ordinance of the Board of Directors promulgating General Regulations establishing the compensation to be paid to members of the Board of Directors for compensation for a day's services as a Director. Directors shall be compensated for each day's attendance at meetings of the Board, a Committee of the Board or for each day's service rendered as a Director by request of the Board ("daily compensation"), not exceeding a total of six (6) days in any calendar month. This amount shall be considered for adjustment in February of each following year and may, by policy, be adjusted based upon the change in Consumer Price Index (CPI) as this index is established by the United States Department of Industrial Relations, all urban index for the San Francisco, Oakland and San Jose Region. Any approved change in Board Member Compensation shall be effective the following July 1. Unless otherwise determined by the Board, adjustments for inflation to be considered shall be proportionate to the average annual increase in the CPI for the previous calendar year (represented by the change from December to December).

Performance of the duties of the Board President as defined in Board Policy B-60 is determined to be service rendered as a Director by request of the Board and may be compensated as "daily compensation" as defined herein.

To qualify for daily compensation for meetings of other organizations related to District business, Board approval is required per District Code Sections 2.9 and 2.10 subject to the following Policy Statement.

#### Policy Statement

1. In addition to Mt. View Sanitary District Board of Directors Meetings and Committee Meetings, the District has concluded that attendance at California Association of Sanitation Agency (CASA) meetings and events, California Special Districts Association (CSDA) meetings and events, Contra Costa Special Districts Association (CCSDA) meetings and events and Contra Costa Local Agency Formation Commission (LAFCO) meetings are generally beneficial to the District and that these events are deemed to be the official business of the District for which a Director may receive compensation.

2. The Mt. View Sanitary District holds itself exempt from providing compensation for its Directors who participate on "Other" Boards of Directors which do not provide their directors compensation for their services. If an MVSD Board Member chooses to participate on another Board, it will be at the discretion of the MVSD Board whether participation at these meetings are a benefit to the District by virtue of the participation of the MVSD Director. MVSD will review such participation annually and determine if there is a significant benefit to MVSD, and if so, declare participation the official business of the MVSD for which a Director may receive compensation.

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3. Attendance at all other seminars, meetings or events (hereinafter “events”) will be evaluated on a case by case basis by the District Board of Directors to determine if participation is a significant benefit to the District and therefore the District’s official business for which a Director may receive compensation.

4. Compensation for travel time in conjunction with approved official business of the District may be compensable at the discretion of the Board.

5. It is the further policy of the District that before requesting authorization to attend an event other than those identified in Policy Statement 1 above, where compensation and/or reimbursement is requested, the Director shall assess the benefit to the District and shall only seek compensation and/or reimbursement if he/she in good faith concludes attendance is a significant benefit to MVSD as to qualify as the District’s official business for which a Director may receive compensation.

District Board members requesting attendance at meetings other than those identified in Policy Statement 1 above , including meetings of organizations related to District business, training, conference and/or seminars, shall submit their request to the entire Board at least five business days prior to the regular monthly Board meeting. In adopting this policy, it is the intent of the Board to fulfill the requirements of Government Code Section 53232.1 (b)<sup>1</sup>

**B-30-20 Reimbursement for Expenses.** Board Members shall be compensated for all reasonable and legitimate expenses incurred in attending meetings or taking trips on behalf of the District that have been authorized by the Board. Expense reports shall be submitted within 30 days of attendance at the meeting. Any disputes shall be settled by a vote of the Board as provided by Section B-50-90.

**B-30-30 Prevailing District Mileage Rate.** Reimbursement for travel by private car shall be at the prevailing IRS mileage rate.

**B-30-40 Annual Review.** An annual public review of the Board Member compensation shall be completed annually, normally at the February regular Board Meeting. The review shall include all aspects of compensation and benefits including but not limited to compensation for attendance at meetings, any health care insurance costs, pension/deferred compensation, and all expenses reimbursements (“compensation/reimbursement”). This review will include consideration of the reasonableness of the compensation/reimbursement, whether they are in line with those of other Special Districts and whether any changes should be made.

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<sup>1</sup> California Government Code Section 53232.1 (b) provides “A local agency may pay compensation for attendance at occurrences (other than meetings) only if the governing body has adopted, in a public meeting, a written policy specifying other types of occasions that constitute the performance of official duties for which a member of the legislative body may receive payment.”

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