

**MWD**

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

August 27, 1992

To: Board of Directors (Executive Committee--Action)
 (Finance and Insurance Committee--Action)
 From: General Manager
 Subject: Quarterly Reporting of Director Travel Expenses

Report

At its meeting on August 20, 1992, the Finance and Insurance Committee reviewed the General Manager's letter dated July 31, 1992, regarding accounting for Board of Directors Travel Expenses, and recommended the implementation of Alternative 1. Under Alternative 1, quarterly reports will be sent to the Executive Committee detailing, by Director, total expenses incurred fiscal year to date, expenses incurred for each event, average daily expense, and the date of the last expense claim filed.

This new reporting requirement should be included in Administrative Code Section 2720, Quarterly Reports. Attachment A shows the proposed changes. Attachment B shows the new text marked by underlining.

Board Committee Assignments

This letter was referred to:

The Finance and Insurance Committee pursuant to its authority to study, advise, and make recommendations with regard to preparation of budgets under Administrative Code Section 2441(a).

The Executive Committee pursuant to its authority to make recommendations with regard to matters in Division 2 of the Administrative Code under Administrative Code Section 2417(g).

APPROVED
 by the Board of Directors of
 The Metropolitan Water District
 of Southern California
 at its meeting held

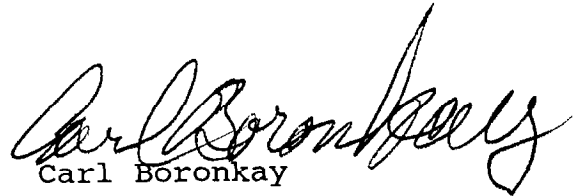
SEP 15 1992

Don E. Hoff
 EXECUTIVE SECRETARY

Recommendation

FINANCE AND INSURANCE AND EXECUTIVE COMMITTEES FOR ACTION.

It is recommended that the Board of Directors amend Section 2720 of the MWD Administrative Code to read as shown in Exhibit A.


Carl Boronkay

MCF:lg
A.C.2720BODltr.lg
Attachments

Attachment A

§ 2720. General Manager's Quarterly Reports

The General Manager shall quarterly make the following reports:

- (a) To the Engineering and Operations Committee:
 - (1) On service connections approved by the General Manager pursuant to Sections 4700-4708 with the estimated cost and approximate location of each;
 - (2) On the execution of any relocation agreements involving an amount in excess of \$100,000 under the authority of Section 8118(a);
 - (3) On the execution of any contract authorized pursuant to Section 8121; and
 - (4) On the status of the Local Projects Program, including the execution of any Local Projects Program agreements under the authority of Section 4516.

- (b) To the Land Committee:
 - (1) Deeds or grants accepted during the preceding quarter;
 - (2) Easements, or similar rights, granted during the preceding quarter under the authority of Section 8220, and shall also include in such report any relocation or protection agreement made in connection therewith;
 - (3) All leases made during the preceding quarter under the authority of Sections 8222 and 8223;
 - (4) The details of any transactions during the preceding quarter in which an improvement was disposed of in such a manner as to make the improvement available for subsequent use by a party other than the District; and
 - (5) Property sold pursuant to the authority granted by Section 8240 et seq.

(c) To the Legal and Claims Committee, jointly with the General Counsel, the exercise of any power delegated to them by Sections 6431, 9200 and 9201.

(d) To the Organization and Personnel Committee on the employment of any consultant, the extension of any consulting agreement, and on the exercise of authority under Section 8103(k) and 8117 during the preceding calendar quarter. The report covering the last calendar quarter of the year may be combined

with and included in the annual report. Each such report shall indicate when a consultant is a former employee of the District.

(e) To the Water Problems Committee on the status of the Local Projects Program, including the execution of any Local Projects Program agreements under the authority of Section 4516.

(f) To the Executive Committee on Directors' travel expenses.

Attachment B

§ 2720. General Manager's Quarterly Reports

The General Manager shall quarterly make the following reports:

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 - (3) On the execution of any contract authorized pursuant to Section 8121; and
 - (4) On the status of the Local Projects Program, including the execution of any Local Projects Program agreements under the authority of Section 4516.

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