



201 Vallecitos de Oro · San Marcos, California · 92069-1453 · (760) 744-0460

## Per Diem Monthly Claim Form

Pursuant to Section 2.2, Per Diem Compensation, of VWD Ordinance No. 221 – Establishing the General Provisions for Conducting the Business of the Board:

“Each Director shall receive compensation of \$200 per diem for attending meetings of the Board or for each day’s service as a member of the Board, not to exceed compensation for one meeting in any 24-hour period or ten meetings per month.”

Section 12 of this handbook outlines the timelines for submittals of per diem monthly claim forms , which include anticipated paydays.

Directors should be specific when listing meetings attended, i.e., Board Meeting, Meeting with General Manager, or specific conference attended.

Upon receipt, per diem monthly claim forms will be processed immediately to reduce financial impacts to Directors. See approval workflow below:



**VALLECITOS WATER DISTRICT  
201 VALLECITOS DE ORO  
SAN MARCOS, CA 92069**

I, \_\_\_\_\_, a Director of the Vallecitos Water District, have attended the following meeting(s) during the month of \_\_\_\_\_, 20\_\_\_\_\_.

<u>MEETING</u>	<u>DATE</u>	<u>PAID OTHER AGENCY</u>	<u>VWD PAYMENT</u>
1. _____	_____	_____	_____
2 _____	_____	_____	_____
3 _____	_____	_____	_____
4 _____	_____	_____	_____
5 _____	_____	_____	_____
6 _____	_____	_____	_____
7 _____	_____	_____	_____
8 _____	_____	_____	_____
9 _____	_____	_____	_____
10. _____	_____	_____	_____

\_\_\_\_\_  
Approved By:  
James Gumpel, General Manager

\_\_\_\_\_  
Signature:  
Board Member