



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTOR STAFF REPORT**

AGENDA TITLE: Financial Disclosures and Employee Reimbursement Report
MEETING DATE: 10/26/2016
PREPARED BY: Sally Lyon, Director of Finance and Administration

RECOMMENDED ACTION: Review annual Financial Disclosures and Employee Reimbursement Report.

DISCUSSION: In accordance with Government Code 53065.5: Each special district, as defined by subdivision (a) of Section 56036, shall, at least annually, disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the district. The disclosure requirement shall be fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that district and shall be made available for public inspection.

The Director of Finance and Administration has reviewed the Accounts Payable records for the fiscal year ended 9/30/16, and found the reimbursements as disclosed in the attached Employee Reimbursement Report.

ATTACHMENTS:

- 2015-16 Employee Reimbursement Report