



MEMORANDUM

DATE: September 1, 2021
TO: Board of Port Commissioners
FROM: Gloria Adkins, Accounting Manager
SUBJECT: Annual Reimbursement Report – FY20-21

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.

I have reviewed the Accounts Payable records for the Fiscal Year ended June 30, 2021 and I found the following charges which are subject to disclosure:

INDIVIDUAL	DESCRIPTION	AMOUNT PAID
Robert Weinerth	Uniform reimbursement-walking shoes	155.15
Robert Weinerth	Uniform reimbursement-walking shoes	172.39
Mark Groh	Uniform reimbursement	179.88
Tucker Zimmerman	DBAW Training-meal and mileage	169.03
Jennifer Talt-Lundin	Mailchimp Enewsletter monthly subscription	114.00
Jennifer Talt-Lundin	Mailchimp Enewsletter monthly subscription	104.00
Jennifer Talt-Lundin	CANVA Pro annual subscription	119.40