

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

<b>Category:</b>	Finance Committee	<b>Policy #</b> 2011-05
<b>Title:</b>	Reimbursement for Damages Caused by Non-Employee	

## PURPOSE

This policy statement is to define the process for review and disposition for collection of reimbursement for damages caused by non-employees.

## BASIC POLICY AND GUIDELINES

A non-employee is defined as anyone not employed by the District. This could be a resident, guest of a resident, non-resident, vendor, service person, delivery person, contractor, emergency service, etc.

When a non-employee causes damage greater than \$500 to any District owned property, collection of reimbursement for damages shall be pursued on a case by case basis by the General Manager based on a documented cost/benefit analysis. Methods of recovery may include, but not be limited to, insurance claim, private party restitution, law suit, etc.

<b>Adopted by Rancho Murieta Community Services District's Board of Directors</b>	July 20. 2011
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