



## Legislation Text

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**File #:** 19-644, **Version:** 1

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*Report Prepared by: Steven S. Carrigan, City Manager*

**SUBJECT:** Adoption of Resolution Revising a Policy Regarding Allowable Meeting and Transportation Expenses Including, but not Limited to, Mileage Reimbursement for City Employees

### REPORT IN BRIEF

Considers the adoption of a Resolution revising a Policy Regarding Allowable Meeting and Transportation Expenses

### RECOMMENDATION

**City Council** - Adopt a motion adopting **Resolution 2019-73**, a Resolution of the City Council of the City of Merced, California, adopting allowable expenses for individuals attending meetings, conferences, conventions and other functions relating to City business.

### ALTERNATIVES

1. Adopt as recommended by staff; or,
2. Adopt with amendments (specify in motion); or,
3. Continue to a future meeting (specify date in motion); or,
4. Deny

### AUTHORITY

City of Merced Charter, Section 200.

### CITY COUNCIL PRIORITIES

N/A

### DISCUSSION

On February 3, 1986 the City Council adopted a resolution establishing a policy regarding allowable meeting and transportation expenses. At that time there was no formal policy in place and staff felt it was appropriate that City Council set some broad policy guidelines pursuant to which an updated formal administrative policy would be issued by the City Manager.

Staff has reviewed the current resolution and felt it was appropriate to recommend revisions to be more in line with current business practices. The revised resolution is substantially the same with two changes:

1. It removes the ability for any employee receiving vehicle allowance to be eligible for mileage

reimbursement.

2. It removes a paragraph in which an employee who chooses to use a personal vehicle when there is a city vehicle available to receive only 50% of mileage reimbursement. Due to downsizing the Fleets administrative vehicles and more employees having to take or choosing to take personal vehicles this would allow them to be reimbursed 100% of mileage.

### **IMPACT ON CITY RESOURCES**

There would be no impact on city resources with these revisions. Departments budget for meeting and transportation expenses through the annual budget process.

### **ATTACHMENTS**

1. Resolution 2019-73