

# RESOLUTION NO. 81-808

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

NOV 4 - 1981

## RESOLUTION RELATING TO EXPENSE AND SUBSISTENCE ALLOWANCE

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

1. Finance Policy Instruction I-76-9 is hereby recognized, subject to the following modifications, as the policy of the City of Sacramento for reimbursement for travel, subsistence and other expenses, subject to amendment from time to time by the Director of Finance with Council approval.
2. The sum of \$100 per month is hereby established as a City expense reimbursement allowance for the City Council members, other than the Mayor, for which no vouchers need be furnished.
3. The sum of \$180 per month is hereby established as an automobile expense allowance for the City Council members, other than the Mayor, for which no vouchers need be furnished.
4. Said automobile allowance shall be in lieu of the payment of all mileage, except for out-of-county travel on official business of the City, and in lieu of the use of City-owned vehicles.
5. The sum of \$100 per month is hereby established as a secretarial expense allowance for the Mayor, for which no vouchers need be furnished.
6. Said automobile, secretarial and City expense allowances are permissive and not mandatory upon the officers to whom they apply.
7. Any automobile operated on City business by any of the officials mentioned for use of the automobile allowance shall be insured against liability in persons and property, including wrongful death, in an amount no less than the minimum State of California required automobile coverage for bodily injury and property damage (currently \$15,000/\$30,000/\$5,000).

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- 8. The Mayor, Council members and City Manager are authorized to claim \$60 per diem for lodging and meals when traveling outside the county in lieu of vouchered claims for the actual cost of lodging and meals.
- 9. All other City employees are authorized a maximum of \$60 per diem for lodging and meals traveling outside the county when conducting official City business. An itemized voucher claim must be submitted to the Department of Finance to claim reimbursement. The actual reimbursement shall be based on reasonable and necessary actual costs or per-diem rate, whichever is lower.
- 10. Resolution 79-831, adopted December 4, 1979, is hereby repealed.

PHILLIP L. ISENBERG

MAYOR

ATTEST:

ANNE J. MASON

CITY CLERK ASSISTANT