

ORDINANCE NO. 436

AN ORDINANCE PROVIDING FOR THE REIMBURSEMENT OF EXPENSES OF OFFICIALS AND EMPLOYEES OF THE TOWN OF ALMIRA WHO ATTEND OUT OF TOWN MEETINGS AND BANKING AUTHORIZED BY THE COUNCIL OF THE TOWN OF ALMIRA.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF ALMIRA,
LINCOLN COUNTY, WASHINGTON:

SECTION 1. That officials and employees of the Town of Almira designated by the Council to attend out of town meetings or events on behalf of the Town are hereby authorized to be reimbursed by the Town of actual out of pocket expenses incurred in connection therewith in an amount not to exceed the following guidelines:

1. Personal Vehicle: Expenses shall be reimbursed for travel at the then current maximum rate allowed by the United States Internal Revenue Service for such expense.
2. Seventy Five Dollars (\$75.00) per night for lodging.
3. Ten Dollars (\$10.00) per meal or up to \$30.00 for the day.

SECTION 2. Such officials and employees affected hereby shall present to the council actual receipts for such expenses incurred while on official business on behalf of the Town, and on approval thereof by the Council, such expenses shall be duly reimbursed by the Town of Almira.

SECTION 3. If lodging or meals are higher this can be approved by the Mayor.

SECTION 4. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

SECTION 5. This Ordinance shall take effect as of May 13th, 2003. This Ordinance shall be in full force and effect after its passage and publication

PASSED THIS 13th day of May, 2003

Einar Larson, Mayor

ATTEST:

Shirley Walker, Town Clerk