

ORDINANCE NO. 2014-0-2

**AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF VOLENTE
AMENDING ORDINANCE 2013-O-4 ADDING SEC. 20.35; DEFINING AN EXPENSE
REIMBURSEMENT POLICY FOR COUNCIL MEMBERS**

WHEREAS, the Village of Volente finds that the addition of this Section 20.35, "Expense Reimbursement Policy for Council Members", provides a clear definition of when and for what a City Council Member may receive reimbursement; and

WHEREAS, the Village of Volente finds the addition of this section provides clarity needed as to what and when certain expenditures by a Council Member by the Village of Volente may be reimbursed; and

WHEREAS, this provision will prevent confusion in enforcing the provisions of the budget ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF VOLENTE THAT ORDINANCE 2013-O-4 IS HEREBY AMENDED TO ADD SECTION 20.35 AS FOLLOWS:

1. Section 20.35, City Council Members shall be reimbursed for attendance at conferences, meetings, and training sessions that are directly beneficial to the Village of Volente and its citizens for the following:

a. Mileage to and from their residence within the Village of Volente to the conference, meeting, and or training at the current federal standard rate and reimburse from the starting point of the trip. Mileage must be verified by a complete Map Quest or Google map which shows the starting address and ending address with no tolls and the shortest mileage.

b. The conference, meeting, or training session attendance fee if any. These fees must be verified by a paid receipt from the entity sponsoring the, conference, meeting, or training.

c. The hotel, motel charges, if necessary for the Council Member to stay overnight. The rate will be calculated either at the U. S. General Services Commission rate or the discounted rate provided by the conference, meeting, or

training entity. The hotel or motel charges will be verified by a paid zero balance receipt from the hotel or motel. Only the single rate charge for the hotel or motel will be reimbursed by the Village of Volente. Only the room rate and the applicable taxes will be reimbursed; no other room charges will be reimbursed.

d. If while attending or traveling to the conference, meeting or training session the Council Member shall be reimbursed for meals as follows:

i) Meals will be reimbursed if traveling to or attending the conference requires the Council Member to be on the road or be out of town. Per diem: breakfast \$9.50, lunch \$14.50, dinner \$19.50.

Receipts are not required.

ii) If the conference, meeting or training session provides meals then the Council Member will not be reimbursed for that meal.

e. Parking fees when required by the conference, meeting or training session will be reimbursed. The fee must be verified by a paid parking receipt.

f. The Village of Volente will only provide for reimbursement for Council members under this Ordinance.

g. All expenditures must be pre-approved by Mayor or City Staff.

h. Pre-request for the conference, meeting or training must be turned in to Mayor or City Staff.

2. SEVERABILITY: In the event that any provision of this Ordinance shall be found by a court of competent jurisdiction to be void or unenforceable, such void or unenforceable provision shall be severed, and all remaining provisions shall remain in full force and effect as though such void or unenforceable provisions had never formed a part of this Ordinance.

3. EFFECTIVE DATE: This Ordinance shall take effect immediately from and after its passage and publication of its enacting ordinance in accordance with the provisions of Chapter 52 of the Texas Local Government Code.

4. OPEN MEETINGS: It is hereby officially found and determined that the meeting at which the enacting ordinance of this article is passed was open to the public as required

and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED ON THIS THE 18TH DAY OF MARCH, 2014, BY A VOTE OF THE VOLENTE VILLAGE COUNCIL OF 5 IN FAVOR TO 0 OPPOSED, WITH 0 ABSTENTIONS.

A handwritten signature in blue ink, appearing to read "Frederick Graber".

Frederick Graber, Mayor
Village of Volente

A handwritten signature in blue ink, appearing to read "Joan Jackson".

Joan Jackson
City Secretary