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CITY OF BELLEVUE, WASHINGTON

ORDINANCE NO. 3417

AN ORDINANCE amending the revised statement of policy in regard to reimbursable business expenses incurred while traveling on or otherwise conducting City business or providing a service to the City.

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Section 2.C.(2) of that certain "Statement of Policy for the Reimbursement of Business Expenses" filed under Clerk's Receiving No. 9431 and adopted by Section 1 of Ordinance No. 3397, and Section 1 of Ordinance No. 3397, are each amended to read as follows:

(2) Personal Vehicle

Expenses shall be reimbursed for travel within a 300 mile radius of the City at 20.5¢ per mile. Trips beyond this limit will be reimbursed in an amount equal to the lowest appropriate round trip air fare to the destination offered by a regularly scheduled commercial air carrier, plus an allowance for ground transportation based on the circumstances. For the purpose of determining the travel allowance in lieu of mileage outside a 300 mile radius, surface transportation to and from the airport, if required, will be calculated at an estimated distance, not to exceed 25 miles for each surface trip, times the then current mileage rate.

City employees and City officials who receive an automobile allowance in lieu of City provided transportation shall not be entitled to further reimbursement for surface transportation costs within a 300 mile radius of the City. Incidental travel costs such as parking, ferry or bridge tolls are reimbursable as they would be if a City vehicle was provided.

Travel outside of a 300 mile radius will be calculated as described above except that no mileage reimbursement for surface transportation shall be allowed for travel to and from Sea-Tac Airport.

Section 2. This ordinance shall take effect and be in force

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five days after its passage and legal publication.

PASSED by the City Council this 24th day of September 1984, and signed in authentication of its passage this 24th day of September 1984.

(SEAL)

Cary E. Bozeman, Mayor

Approved as to form:

Richard L. Andrews, City Attorney

Attest:

Marie K. O'Connell, City Clerk

Published September 29, 1984