



CITY COUNCIL MEMORANDUM

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Susi Lampe, IaCMC, IaCFO – Assistant City Manager/City Clerk/Treasurer

DATE OF MEETING: January 13, 2025

ITEM TITLE: Mileage Rate Designation

BACKGROUND:

This was an annual item at the first council meeting of the new year, and we looked at how other cities do theirs, etc. We determined that matching the IRS rate and leaving it as that moving forward would be more effective so that when, or if, it changes in the middle of the year, an additional resolution would not be needed.

This has been known to be asked for during the annual audit process. The new mileage rate set by the IRS is .70 cents per mile. In 2024, the rate was .67 cents per mile.

DISCUSSION:

Generally, this is a routine item, but since Staff recommends modifying it to follow the IRS rate with no additional revisions, some discussion may be needed.

RESULTS:

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of Support and Empower Workforce. This item helps achieve that vision by showing the City supports employees that attend training to further their knowledge.

FINANCIAL CONSIDERATION:

Mileage reimbursements are budgeted for in each department during the budget process for the appropriate fiscal year.

RECOMMENDATION:

Staff recommend a motion to approve and authorize the Mayor to sign the Resolution setting the mileage rate designation.