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**Meeting Name:** Town Council Meeting  
**Meeting Date:** September 27, 2023  
**Prepared By:** C. Copeland-Rodriguez, Town Clerk  
**Item Title:** Ordinance No. 770 – Repeal of Ordinance No. 568 (2<sup>nd</sup> Reading)

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**DISCUSSION:**

The Town's per diem rates and travel and training procedures need updates. Therefore, repealing Ordinance No. 568 – Approving the Per Diem Rates (approved in 2003); and incorporating travel and training procedures into the personnel policy, that will be adopted in the future via Resolution, is the best course of action.

All current procedures in the travel policy will remain the same, except the per diem rate will reference the GSA travel rates for area specific travel.

On August 23, the Council approved Ordinance No. 770 on first reading.

**RECOMMENDATION:**

Motion to approve Ordinance No. 770 repealing Ordinance No. 568 on second and final reading.