

RESOLUTION NO. 55-2023 OF THE CITY OF LAKE WORTH BEACH, FLORIDA, ADOPTING A CITY OF LAKE WORTH BEACH REIMBURSEMENT AND TRAVEL EXPENSE POLICY AND PROCEDURAL GUIDE PURSUANT TO SECTION 166.021(9), FLORIDA STATUTES; AUTHORIZING THE CITY MANAGER TO ADMINISTRATIVELY AMEND THE PROCEDURAL GUIDE TO ADDRESS MINOR IMPLEMENTATION AND INTERPRETATION ISSUES; AND, PROVIDING FOR REPEAL OF CONFLICTS AND AN EFFECTIVE DATE

WHEREAS, under section 166.021(9), Florida Statutes, municipalities are authorized to adopt a per diem and travel expense policy for its employees, officers, and other authorized persons who travel as part of their official city duties; and

WHEREAS, the City desires to adopt a per diem and travel expense policy to provide sufficient protocols and processes to properly manage official travel and the related costs and expenses; and

WHEREAS, the City also desires to adopt a procedural guide to assist all authorized travelers with the process and procedures for approval of official travel and reimbursement of travel costs and expenses; and

WHEREAS, the City Commission finds the adoption of the City of Lake Worth Beach Reimbursement and Travel Expense Policy and Procedural Guide serves a valid public purpose.

NOW THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LAKE WORTH BEACH, FLORIDA, that:

Section 1. The foregoing recitals are incorporated into this Resolution as true and correct statements.

Section 2. Pursuant to section 166.021(9), Florida Statutes, the City Commission of the City of Lake Worth Beach hereby adopts the City of Lake Worth Beach Reimbursement and Travel Expense Policy and Procedural Guide, which is attached hereto as Exhibit "A" and incorporated herein.

Section 3. The City Commission authorizes the City Manager to make administrative amendments to the Procedural Guide to address minor implementation and interpretation issues as they may arise from time to time.

Section 4. All resolutions including, but not limited to Resolutions No. 57-2012 and No. 01-2022, or parts of resolutions are hereby amended to the extent that they are in conflict with this Resolution.

Section 5. This Resolution shall become effective immediately upon passage.

The passage of this Resolution was moved by Commissioner _____, seconded by Commissioner _____, and upon being put to a vote, the vote was as follows:

Mayor Betty Resch
Vice Mayor Christopher McVoy
Commissioner Sarah Malega
Commissioner Kimberly Stokes
Commissioner Reinaldo Diaz

The Mayor thereupon declared this resolution duly passed and adopted on the ____ day of _____ 2023.

LAKE WORTH BEACH CITY COMMISSION

By: _____
Betty Resch, Mayor

ATTEST:

Melissa Ann Coyne, MMC, City Clerk