



## COMMISSION STAFF REPORT

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**MEETING DATE:** January 21, 2025

**ITEM TITLE, PRESENTER:** Mack McDonald, Chief Administrative Officer

**RECOMMENDATION:** Make a motion approving the changes to the Travel Form

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### SUMMARY

Last year, the IRS adjusted Travel Reimbursement Rates twice, one beginning in January and the other adjusting for inflation and increased fuel costs. On December 19, 2024, the IRS issued the 2025 optional standard mileage rates beginning January 1, 2025, adjusting the previous increase from 67 cents per mile to 70 cents per mile, an adjustment of 3 cents. In accordance with our County Travel Policy, the Commission Approves this rate annually with the IRS suggested rates.

### HISTORY/PAST ACTION

Each year the County approves the Travel Reimbursement Rate and Form. In our Travel Policy, reimbursable mileage rates are dictated by what the IRS allows as a reimbursement rate. Normally, the IRS updates the millage rates once a year in the fall for the next calendar year

### FISCAL IMPACT

The adjustment moves us from 67 to 70 which is a 3 cent increase.