

ORDINANCE NO. 260-03-104

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LAUDERHILL, FLORIDA, AMENDING CHAPTER 2 "ADMINISTRATION," ARTICLE II "OFFICERS AND EMPLOYEES," DIVISION 1 "GENERALLY," SECTION 2-22 "TRAVEL, ENTERTAINMENT AND SUBSISTENCE ALLOWANCE," OF THE CODE OF ORDINANCES TO REMOVE CERTAIN FIXED DOLLAR AMOUNTS FROM THE CODE AND PROVIDE THAT CERTAIN TRAVEL-RELATED ALLOWANCES SHALL BE ESTABLISHED BY POLICY OR OTHER ADMINISTRATIVE ACTION; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE (REQUESTED BY CITY MANAGER, KENNIE HOBBS, JR.).

WHEREAS, Section 2-22 of the Code of Ordinances establishes policies governing travel, subsistence, and related expenses for City officials and employees; and

WHEREAS, certain provisions of Section 2-22 reference fixed dollar amounts for travel-related allowances; and

WHEREAS, it is necessary to clarify that certain travel-related allowances shall be established through the City's travel policy or other administrative action, consistent with applicable law, thereby allowing such rates to be updated without requiring future amendments to the Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF LAUDERHILL, FLORIDA:

SECTION 1. That Chapter 2 "Administration," Article II, "Officers and Employees," Division 1 "Generally," Section 2-22, "Travel, entertainment and subsistence allowance," of the Code of Ordinances of the City of Lauderhill, is hereby amended to read as follows (underline is added; ~~strike through~~ is deleted):

Chapter 2 – ADMINISTRATION

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ARTICLE II. – OFFICERS AND EMPLOYEES

* * *

DIVISION 1. GENERALLY

* * *

Sec 2-22. Travel, entertainment and subsistence allowance.

* * *

(b) *Allowance for subsistence and overnight travel.*

- (1) Travelers shall be allowed for subsistence, when traveling overnight, ~~in the total amount of sixty six dollars (\$66.00) per day,~~ in the form of a per diem subsistence allowance in an amount established by the City's travel policy, as may be amended from time to time, and receipts shall not be required. Gratuities and tips for such items as meals and baggage handling are included ~~in this amount~~ such per diem allowance.

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(c) *Transportation.*

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- (2) Whenever travel is by privately owned vehicle, ~~the traveler shall be entitled to a mileage allowance of sixty two and one half cents (\$0.625) per mile when such use is authorized and a City vehicle is not reasonably available,~~ the traveler shall be entitled to a mileage allowance at the standard mileage rate established by the Internal Revenue Service for business travel. Each year the above amount shall be adjusted, effective upon the city manager's approval, based upon the standard mileage rate as issued by the Internal Revenue Service ~~The applicable rate shall be the rate in effect at the time the travel occurs, as may be amended from time to time.~~

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(d) *Other expenses.*

- (1) All travelers shall be paid five dollars (\$5.00) per day, or such other amount as may be established through the City's annual budget or other Commission-approved travel policy consistent with applicable Internal Revenue Service guidance, ~~for other non-incident expenses miscellaneous travel-related expenses not otherwise reimbursed through per diem allowances or documented expenses.~~ No receipts shall be required. ~~Other non-incident expenses are those expenses which are not incidental expenses, but are permitted under the Internal Revenue Regulations and are provided for in the IRS Publications~~ Such expenses shall include minor travel-related expenses that may be reimbursed without documentation under applicable Internal Revenue Service regulations governing accountable plans, including related guidance or publications, as may be amended from time to time.

* * *

SECTION 3. Conflicts. That all Ordinances or parts of Ordinances, Resolutions or parts of resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

SECTION 4. Severability. Should any section, provision, paragraph, sentence, clause or word of this Ordinance or portion hereof be held or declared by any court of competent jurisdiction to be invalid, the invalid portion shall be stricken, and such striking shall not affect the validity of the remaining portions or applications of this Ordinance.

SECTION 5. Codification. It is the intention of the City Commission that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Lauderhill, Florida, and that the sections of this Ordinance may be renumbered or relettered and the word "Ordinance" may be changed to "section", "article" or such other word or phrase in order to accomplish such intentions.

SECTION 6. Effective Date. This Ordinance shall take effect immediately upon its adoption.

PASSED on first reading this _____ day of _____ 2026.

PASSED and ADOPTED on second reading this _____ day of _____, 2026.

DENISE D. GRANT, MAYOR
PRESIDING OFFICER

ATTEST:

ANDREA M. ANDERSON, MMC
CITY CLERK

Approved as to Form

Hans Ottinot, City Attorney

First Reading

Second Reading

MOTION

SECOND

R. CAMPBELL

M. DUNN

D. GRANT

J. HODGSON

S. MARTIN
