



MEMORANDUM
OFFICE OF THE
COUNTY EXECUTIVE OFFICE
COUNTY OF PLACER

TO: Honorable Board of Supervisors

FROM: Thomas Miller, County Executive Officer
By: Ronald Baker, Sr. Administrative Services Officer *RJB*

DATE: March 20, 2007

SUBJECT: Adopt a resolution to clarify language in Chapter 2 of the Placer County Administrative Rules to remove a reference to an expired mileage rate for reimbursement of private vehicle mileage and to correct a code reference concerning overnight use of County vehicles

RECOMMENDATION

That your Board approves the attached resolution clarifying language in Chapter 2 of the Placer County Administrative Rules to remove a reference to an expired mileage rate for reimbursement of private vehicle mileage and to correct a code reference concerning overnight use of County vehicles.

BACKGROUND.

Chapter 2 of the Administrative Rules provides written rules, policies and guidelines to Department Heads for expending public funds for meals, lodging, and travel and other incidental expenses. One of the categories eligible for reimbursement to employees and Board appointees is private vehicle mileage.

Current policy reimburses private vehicle mileage at the IRS non-taxable rate. This is not recommended to change.

Section 6F (2) (b) (2) of Chapter 2 of the Administrative Rules provides that, "...beginning July 6, 2005, mileage is reimbursed at 40.5 cents per mile and adjusted by any periodic change to Internal Revenue Service allowable mileage rates."

The attached resolution proposes to delete any reference to a specific mileage rate, as that rate changes over time, but retains the reference to the IRS allowable mileage rates.

In addition, Section 5C (5) of Chapter 2 of the Administrative Rules contains an expired reference to the Placer County Code concerning overnight use of County vehicles. The attached resolution corrects this reference to the appropriate section of the Placer County Code.

FISCAL IMPACT

There is no fiscal impact resulting from the approval of this resolution.

Attachment: Resolution

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Before the Board of Supervisors County of Placer, State of California

In the matter of:

**A RESOLUTION MODIFYING SECTION F OF
CHAPTER 2 OF ADMINISTRATIVE RULES (MEALS,
LODGING, TRAVEL AND TRANSPORTATION)
TO REMOVE A REFERENCE TO AN EXPIRED
MILEAGE RATE AND TO CORRECT A REFERENCE
FOR OVERNIGHT USE OF COUNTY VEHICLES**

Resol. No: _____

Ord No: _____

First Reading: _____

The following RESOLUTION was duly passed by the Board of Supervisors of the
County of Placer at a regular meeting held March 20, 2007

by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chairman, Board of Supervisors

**Attest:
Clerk of said Board**

WHEREAS, The County staff has identified language in Chapter 2 of the Administrative Rules referencing an expired private vehicle mileage rate and containing an old reference to the Placer County Code concerning overnight use of County vehicles.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Placer hereby approves the modification of Chapter 2 of the County Administrative Rules to delete the reference to the specific expired mileage rate while retaining the provision that the IRS mileage rate will be reimbursed as shown in Exhibit A, and changing the reference concerning overnight use of County vehicles. (Deletions are shown in strike-through and additions are shown in bold and underline.)

2. Private Car- mileage reimbursement; ~~beginning July 6, 2005,~~ mileage reimbursement paid for use of private vehicles is reimbursed at 40.5 cents per ~~mile and~~ adjusted by any ~~periodic~~ change to Internal Revenue Service allowable non-taxable mileage rates.

