



RESOLUTION R-080922-2

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEONARD, TEXAS REVISING THE CITY PERSONNEL POLICIES AND PROCEDURES MANUAL TO ADOPT A PER DIEM RATE FOR THE REIMBURSEMENT OF WORK-RELATED EXPENSES AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Leonard has adopted Personnel Policies and Procedures Manual at an open meeting on February 9, 2016 to guide the operations and provision of public service, and that manual is subject to review and may be amended from time to time; and

WHEREAS, the City of Leonard finds it necessary to update said manual to better align with commonly adopted practices;

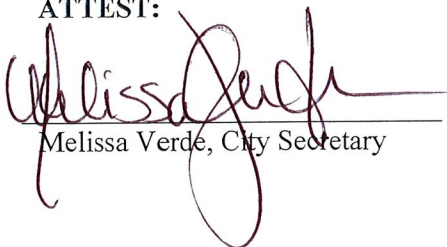
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LEONARD, TEXAS, THAT, the following revisions to the Personnel Policies and Procedures Manual is hereby duly considered and adopted:

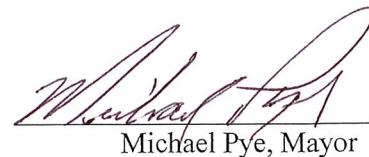
Section 16.00 Travel/Expense Reimbursement will reflect business-related travel expenses will follow the federal allowance for mileage, beginning at the location where the employee is stationed for duty and returning to that same location; and other business-related expenses will be reimbursed according to the federal allowance for meals and incidentals.

ADOPTED this 9th day of August, 2022.

APPROVED:

ATTEST:


Melissa Verde, City Secretary


Michael Pye, Mayor