



## CITY OF WASILLA

290 E. HERNING AVE.  
WASILLA, ALASKA 99687  
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Code Ordinance

Requested By: Municipal  
Services  
Prepared By: Municipal  
Services

### ORDINANCE SERIAL NO. 91-15

AN ORDINANCE OF THE CITY OF WASILLA, ALASKA REPEALING AND RE-ENACTING CHAPTER 3.45, OFFICIAL TRAVEL OF THE WASILLA MUNICIPAL CODE.

BE IT ORDAINED AND ENACTED BY THE CITY OF WASILLA, ALASKA AS FOLLOWS:

SECTION I. Classification. This is a code ordinance and shall become a part of the Wasilla Municipal Code.

SECTION II. Purpose. To repeal and re-enact Chapter 3.45 of the Wasilla Municipal Code and its underlying ordinances.

SECTION III. Repeal. Chapter 3.45 is hereby repealed.

SECTION IV. Enactment. Chapter 3.45 is hereby enacted as follows:

#### CHAPTER 3.45

#### OFFICIAL TRAVEL

#### SECTIONS:

- 3.45.010 Travel Outside the Matanuska-Susitna Borough
- 3.45.020 Travel Within the Matanuska-Susitna Borough
- 3.45.030 Travel Allowance

3.45.010 Travel Outside the Matanuska-Susitna Borough. When traveling on official business, actual expenses of conducting City business will be reimbursed. Eligible expenses shall include lodging, meals, taxi and bus fares, registration fees and other expenses approved by the Mayor. Travel schedules shall be arranged to the City's best advantage and any deviations from the shortest or least expensive route will be the responsibility of the employee or official.

3.45.020 Travel Within the Matanuska-Susitna Borough. Transportation for employees whose work necessitates their travel within the Matanuska-Susitna Borough will be provided for and authorized by the Mayor. When traveling on official business, actual expenses of conducting City business will be reimbursed. Eligible expenses shall include meals, taxi and bus fares, registration fees and other expenses approved by the Mayor. Travel schedules shall be arranged to the City's best advantage and any deviations from the shortest or least expensive route will be the responsibility of the employee or official.

3.45.030 Travel Allowance. In addition to reimbursements of actual expenses, there shall be allowed at the following rate for common carrier or private vehicle use:

1. By Common Carrier. The common carrier fare and other similar fares as necessary for the efficient performance of official duties. No reimbursement shall be allowed for more than the lowest tourist class fare for the most direct route unless:

- a. Tourist-class accommodations were not available; or
- b. Waiting for tourist-class accommodations would occasion delay harmful to the municipality.

2. By Private Vehicle. Mileage shall be reimbursed at the current rate allowed by IRS for occasional use of privately-owned vehicles. Reimbursements for actual costs of parking, ferry fare, bridge, road and tunnel tolls shall be granted.

SECTION V. Effective Date. This ordinance shall become effective upon adoption by the Wasilla City Council.

Introduction: 03/27/91

Public Hearing: 04/08/91

ADOPTED by the Council of the City of Wasilla this 22nd day of April, 1991.

  
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JOHN C. STEIN, Mayor

ATTEST:

  
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ERLING P. NELSON, CMC  
City Clerk