

RESOLUTION NO. 95 -45

RESOLUTION ESTABLISHING THE OFFICIAL TRAVEL POLICY FOR THE MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS.

Whereas, the Board of County Commissioners attend local, state and national meetings which are held for the purpose of furnishing information and guidance on local government affairs as they affect St. Johns County; and

Whereas, each member of the Board shall incur necessary expenses in the attendance of such meetings in carrying out official business of St. Johns County; and

Whereas, the Board of County Commissioners shall use sound judgment and give proper regard for economical travel and lodging so that reimbursements will not exceed the limits set forth in the policy resolved herein.

Now, Therefore, Be it Resolved, by the Board of County Commissioners of St. Johns County, Florida, that the following travel policy shall replace Rule 1.305 "Travel Expenses," in the St. Johns County Board of County Commissioners Rules & Policies and apply to all members of the St. Johns County Board of County Commissioners:

1. Board members traveling on official County business shall be subject to the same travel policies and regulations that are utilized by all County employees (Administrative Code, Section 102).
2. All members of the Board of County Commissioners shall be allotted an equal amount annually for travel expenditures that are incurred in their official capacity. The amount allotted to each Board member will be determined during the budget process and placed in individual accounts. Service on Boards and Committees will be considered when setting the travel amount.
3. Money shall not be transferred from one Board member to another.
4. The Chair shall be allotted an additional \$600 a year (\$50 per month) for additional expenses incurred as a result of Board representation.
5. Additional funds may be budgeted annually to be placed in a General Board Travel account for use in situations where the need arises for Board member travel that was not anticipated during the budget process.
6. Any travel expenses by Board members over the allocation established in their individual accounts requires prior approval by a majority of the Board.
7. Use of County vehicles by Board members is not authorized.

8. In-county travel expenses incurred by Board members will not be reimbursed by the County.
PASSED AND ADOPTED this 28 day of February, 1995



BOARD OF COUNTY COMMISSIONERS
ST. JOHNS COUNTY, FLORIDA

BY: Barbara Ward
Its Chair

ATTEST: CARL "BUD" MARKEL, CLERK

BY: Uma Racetti
Deputy Clerk