



SACHI A. HAMAI
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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"To Enrich Lives Through Effective And Caring Service"

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May 21, 2019

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

26 May 21, 2019

CELIA ZAVALA
EXECUTIVE OFFICER

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

MILEAGE REIMBURSEMENT RATES ALL DISTRICTS (3 VOTES)

SUBJECT

This letter and accompanying ordinance will amend Section 5.40.060.A.1 to update the mileage rate reimbursement to be consistent with the current Internal Revenue Service (IRS) rate, as permitted under Section 5.40.190, and to include an annual IRS rate update clause similar to that set forth in Section 5.40.190.B of the Los Angeles County Code.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve the accompanying ordinance amending Title 5 – Personnel of the Los Angeles County Code Section 5.40.060.A.1 providing for mileage reimbursement rates outside the areas designated by Section 5.40.190.D to be consistent with the annual IRS rates.
2. Instruct the Auditor-Controller to make all payroll system changes necessary to implement the recommendations contained herein.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

BACKGROUND

Title 5 – Personnel of the Los Angeles County Code provides for County personnel administration. Section 5.40 addresses travel and other expenses associated with County employee(s) traveling on County business.

Section 5.40.190.D establishes the mileage reimbursement rate for a destination within the County of Los Angeles, and to travel to the Counties of Kern, Orange, Riverside, San Bernardino, San Diego, San Luis Obispo, Santa Barbara, and Ventura.

Section 5.40.060.A.1 provides for the mileage reimbursement to a destination other than one specified in Section 5.40.190.D, currently at a rate of six cents per mile or the equivalent of the fare via the most appropriate public carrier.

The Chief Executive Office currently updates the mileage rates for the County to align with the annual IRS mileage rate for destinations specified in Section 5.40.190.D, but not for areas outside of such destinations.

Approving the recommended action will allow mileage reimbursement consistency for employees traveling on County business outside the areas specified by Section 5.40.190.D.

Implementation of Strategic Plan Goals

Approval of the accompanying ordinance will further the County Strategic Plan Goal III, Strategy 3 -- Realize Tomorrow's Government Today, Pursuing Operational Effectiveness, Fiscal Responsibility and Accountability by providing a consistent mileage reimbursement rate for County employees when traveling on County business.

FISCAL IMPACT/FINANCING

Adjusting the mileage rates to be consistent with the current IRS rate, and updating the rates annually, have been requested and discussed with the Auditor-Controller.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Section 5.40.060.A.1 provides for the mileage reimbursement to a destination other than one specified in Section 5.40.190.D, at a rate of six cents per mile or the equivalent of the fare via the most appropriate public carrier. Section 5.40.060.A.1 does not reflect the current IRS rate and does not include an annual IRS rate update clause similar to that set forth in Section 5.40.190.B.

The accompanying ordinance has been approved as to form by the County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended actions will have no impact on current services or project.

The Honorable Board of Supervisors

5/21/2019

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sachi A. Hamai". The signature is written in a cursive, flowing style.

SACHI A. HAMAI

Chief Executive Officer

SAH:JJ:MM:MTK

TP:CYH:mst

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Human Resources