

HOUSE BILL NO. 668

INTRODUCED BY BRAND

IN THE HOUSE

February 5, 1983	Introduced and referred to Committee on State Administration.
February 15, 1983	Committee recommend bill do pass as amended. Report adopted.
February 16, 1983	Bill printed and placed on members' desks.
February 17, 1983	On motion, taken from second reading and referred to Committee on Appropriations.
March 28, 1983	Committee recommend bill do pass as amended. Report adopted.
	Bill printed and placed on members' desks.
	Second reading, do pass as amended.
	Third reading, passed. Transmitted to Senate.

IN THE SENATE

April 12, 1983	Introduced and referred to Committee on Rules.
April 14, 1983	On motion, HB 668 accepted by Committee on Rules and referred to proper committee.
	Rereferred to Committee on State Administration.

April 15, 1983

Committee recommend bill be
concurrent in. Report adopted.

April 18, 1983

Second reading, concurrent in.

April 19, 1983

Third reading, concurrent in.
Ayes, 41; Noes, 6.

IN THE HOUSE

April 19, 1983

Returned to House.

April 20, 1983

Sent to enrolling.

Reported correctly enrolled.

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3
4 A BILL FOR AN ACT ENTITLED: "AN ACT TO INCREASE THE AMOUNT
5 AUTHORIZED FOR LODGING AND MEAL REIMBURSEMENT FOR STATE
6 EMPLOYEES AND CERTAIN OFFICIALS ENGAGED IN STATE BUSINESS
7 WHILE AWAY FROM THEIR DESIGNATED HEADQUARTERS; AMENDING
8 SECTION 2-18-501, MCA."
9
10 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA:
11 Section 1. Section 2-18-501, MCA, is amended to read:
12 "2-18-501. Meals, lodging, and transportation of
13 persons in state service. Every elected official, appointed
14 members of boards, commissions, councils, department
15 directors, and all other state employees shall be reimbursed
16 for meals and lodging while away from the person's
17 designated headquarters and engaged in official state
18 business in accordance with the following provisions:
19 (1) For travel within the state of Montana, the
20 following provisions apply:
21 (a) The governor shall be authorized actual and
22 necessary expenses not to exceed \$55 per day.
23 (b) All other elected state officials, appointed
24 members of boards, commissions, councils, department
25 directors, and all other state employees shall be authorized

1 the actual cost of lodging not exceeding ~~\$24~~ \$28 per day
2 except as provided in subsection (3), plus ~~\$3~~ \$3.50 for the
3 morning meal, ~~\$3.50~~ \$4 for the midday meal, and ~~\$7~~ \$8 for
4 the evening meal. All claims for lodging expense
5 reimbursement allowed under this section must be documented
6 by an appropriate receipt.
7 (2) For travel out of the state of Montana, the
8 following provisions apply:
9 (a) The governor shall be authorized the actual cost
10 of lodging in addition to a meal allowance not to exceed \$30
11 per day.
12 (b) All other elected state officials, appointed
13 members of boards, commissions, councils, department
14 directors, and all other state employees shall be authorized
15 the actual cost of lodging not exceeding ~~\$50~~ \$60 per day,
16 except as provided in subsection (3), plus ~~\$4~~ \$4.50 for the
17 morning meal, ~~\$6.50~~ \$7 for the midday meal, and ~~\$12~~ \$14 for
18 the evening meal. All claims for the lodging expense
19 reimbursement allowed under this subsection must be
20 documented by an appropriate receipt.
21 (3) All other elected state officials, appointed
22 members of boards, commissioners, council, department
23 directors, and all other state employees shall be authorized
24 the actual cost of lodging when traveling in the normal
25 course of their duties to certain designated areas. The

1 department of administration shall designate those areas
2 where the actual cost of lodging shall be reimbursed.

3 (4) When other than commercial, nonreceiptable lodging
4 facilities are utilized by a state employee while conducting
5 official state business in a travel status, the amount of \$~~7~~
6 ~~10~~ will be authorized for lodging expenses for each day in
7 which travel involves an overnight stay in lieu of the
8 amount authorized in subsection (1)(b) or (2)(b) above.
9 However, when overnight accommodations are provided at the
10 expense of any government entity, no reimbursement may be
11 claimed for lodging.

12 (5) The actual cost of reasonable transportation
13 expenses and other necessary business expenses incurred by a
14 state official or employee while in an official travel
15 status shall be subject to reimbursement.

16 (6) The provisions of this section shall not be
17 construed as affecting the validity of 5-2-301.

18 (7) The department of administration shall prescribe
19 rules necessary to effectively administer this section for
20 state government.

21 (8) All commercial air travel shall be by the least
22 expensive class service available."

-End-

STATE OF MONTANA

REQUEST NO. 348-83

FISCAL NOTE

Form BD-15

In compliance with a written request received February 7, , 19 83 , there is hereby submitted a Fiscal Note for House Bill 668 pursuant to Title 5, Chapter 4, Part 2 of the Montana Code Annotated (MCA).

Background information used in developing this Fiscal Note is available from the Office of Budget and Program Planning, to members of the Legislature upon request.

DESCRIPTION OF PROPOSED LEGISLATION:

House Bill 668 increases the amount authorized for travel expenses and meal reimbursement for persons in state services.

ASSUMPTIONS:

- 1) The average lodging reimbursement in-state in FY 82 was \$23/night. This rate will increase to \$26/night in FY 84 and \$27/night in FY 85.
- 2) It is estimated that 30% of the 1982 out-of-state lodging costs were for other than high cost cities. Therefore, the increases from a \$50 rate to \$55 for FY 84 and to \$60 for FY 85 were applied to only the 30% portion.
- 3) Adjustments to actual costs for in-state meals and lodging and out-of-state meals and lodging were made from other non-specific expense categories, i.e., in-state and out-of-state "other", "away-from-home allowance" and "general" as applicable.

FISCAL IMPACT:

	<u>FY 84</u>	<u>FY 85</u>
Operating Expenses		
Under Current Law	\$ 7,923,039	\$ 7,923,039
Under Proposed Law	8,856,420	8,993,132
Increase	<u>\$ 933,381</u>	<u>\$ 1,070,093</u>
Funding		
General Fund	\$ 186,676	\$ 214,018
Other*	746,705	856,075

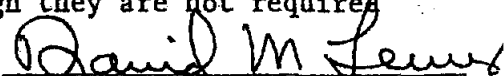
*Universities / Earmarked / Federal and Private Revenue

COMMENTS:

It is important to note that the above fiscal impact is presented without regard to potential travel cut backs and therefore represents maximum potential impact.

It should also be noted that Montana's local governments (county, city, and school district) generally tend to follow the state rates even though they are not required by law to do so.

FISCAL NOTE 12:W/1



BUDGET DIRECTOR

Office of Budget and Program Planning

Date: 2-11-83

Rereferred and
Approved by Comm.
on Appropriations

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EMPLOYEES AND CERTAIN OFFICIALS ENGAGED IN STATE BUSINESS
WHILE AWAY FROM THEIR DESIGNATED HEADQUARTERS ~~BUT WITHIN THE~~
~~STATE; INCREASING THE AMOUNT AUTHORIZED FOR USE OF~~
~~NONCOMMERCIAL LODGING; AMENDING SECTION 2-18-501, MCA."~~

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA:

Section 1. Section 2-18-501, MCA, is amended to read:

"2-18-501. Meals, lodging, and transportation of
persons in state service. Every elected official, appointed
members of boards, commissions, councils, department
directors, and all other state employees shall be reimbursed
for meals and lodging while away from the person's
designated headquarters and engaged in official state
business in accordance with the following provisions:

(1) For travel within the state of Montana, the
following provisions apply:

(a) The governor shall be authorized actual and
necessary expenses not to exceed \$55 per day.

(b) All other elected state officials, appointed
members of boards, commissions, councils, department

directors, and all other state employees shall be authorized
the actual cost of lodging not exceeding \$24 ~~\$28~~ per day
except as provided in subsection (3), plus \$3 ~~\$3.50~~ for the
morning meal, \$3.50 ~~\$4~~ for the midday meal, and \$7 ~~\$8~~ for
the evening meal. All claims for lodging expense
reimbursement allowed under this section must be documented
by an appropriate receipt.

(2) For travel out of the state of Montana, the
following provisions apply:

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of lodging in addition to a meal allowance not to exceed \$30
per day.

(b) All other elected state officials, appointed
members of boards, commissions, councils, department
directors, and all other state employees shall be authorized
the actual cost of lodging not exceeding \$50 ~~\$60~~ ~~\$58~~ ~~\$60~~ per
day, except as provided in subsection (3), plus \$4 ~~\$4.50~~ ~~\$4~~
~~\$4.50~~ for the morning meal, \$6.50 ~~\$7~~ ~~\$6.50~~ ~~\$7~~ for the midday
meal, and \$12 ~~\$14~~ ~~\$12~~ ~~\$8~~ for the evening meal. All claims
for the lodging expense reimbursement allowed under this
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members of boards, commissioners, council, department
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1 course of their duties to certain designated areas. The
2 department of administration shall designate those areas
3 where the actual cost of lodging shall be reimbursed.

4 (4) When other than commercial, nonreceiptable lodging
5 facilities are utilized by a state employee while conducting
6 official state business in a travel status, the amount of \$7
7 ~~110~~ will be authorized for lodging expenses for each day in
8 which travel involves an overnight stay in lieu of the
9 amount authorized in subsection (1)(b) or (2)(b) above.
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11 expense of any government entity, no reimbursement may be
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14 expenses and other necessary business expenses incurred by a
15 state official or employee while in an official travel
16 status shall be subject to reimbursement.

17 (6) The provisions of this section shall not be
18 construed as affecting the validity of 5-2-301.

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20 rules necessary to effectively administer this section for
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