

**City of Decorah City Council Budget & Finance Committee Meeting
Monday, October 7, 2019 – 5:00pm.**

The City of Decorah's Budget & Finance Committee met Monday, October 7, 2019 at 5:00pm. Randy Schissel called the meeting to order and the following answered roll: Johanna Bergan, Andy Carlson, and Kirk Johnson. Others in attendance: Mayor Lorraine Borowski, Steve Luse, Ross Hadley, Emily Neal, City Clerk Wanda Hemesath, and City Manager Chad Bird.

Agenda

Discussion regarding City travel, meetings, and reimbursement policies

Schissel opened the meeting by reviewing the City's current policy and noted he believed there to be some recent abuses of the policy. He called for a more defined outlined of acceptable meal reimbursements and proposed a \$12 limit for breakfast, \$15 limit for lunches, and a \$30 limit for dinners per single employee.

Johnson noted Luther College is at \$40 per meal. There was also some discussion regarding Federal rates and Bergan shared the Federal meal reimbursement website, she suggested the City might use that as a guide. There was some concern about the site having different rates for different cities and states and the confusion and bookkeeping that may entail.

There was some discussion about whether the amount would include gratuity or not and it was decided to include gratuity in the limited amounts.

There was also discussion that this policy would include and cover city staff, elected officials, and commission and board members.

Schissel also noted he would like to see more accountability and approvals processes in regard to who attends conferences and work sessions and see more reporting after an event. There was general discussion regarding the approval and budgeting process for meetings and travel.

There was no other business and the meeting adjourned at 5:35pm.

Respectfully submitted,

