

1 COMMITTEE ON RULES AND LEGISLATIVE ADMINISTRATION

2
3 **Resolution on Expense Reimbursement**
4

5 BE IT RESOLVED, by the Committee on Rules and Legislative Administration that the
6 House Controller is authorized and directed to prepare and issue warrants in payment of living
7 expenses to each member of the House each calendar day of the sessions of the 91st Legislature.

8 PROVIDED FURTHER, that each member of the House whose home is over 50 miles
9 from the Capitol, as measured by the shortest of the more commonly traveled routes may be
10 reimbursed up to \$1,800 per month for the member's actual lodging expenses of the 91st
11 Legislature, but total reimbursement may not exceed \$32,400. The Speaker, Majority Leader,
12 Minority Leader, and Committee Chairs, whose home is over 50 miles from the Capitol, as
13 measured by the shortest of the more commonly traveled routes may be reimbursed up to \$1,800
14 per month for the member's actual lodging expenses of the 91st Legislature. The term "lodging
15 expenses" includes, in addition to rent, the following lodging-related expenses at the place of
16 lodging: furniture rental, local telephone, internet access service, basic media service, utilities,
17 renter's insurance, non-refundable fees, and parking. A member who is eligible for the monthly
18 lodging reimbursement and who enters into a lodging contract for the purpose of attending the
19 2019 regular session of the 91st Legislature is eligible to receive the monthly lodging
20 reimbursement beginning December 1, 2018, and ending December 31, 2020.

21 Each member requesting reimbursement must file the member's housing and furniture
22 rental contracts with House Budget and Accounting and must include a receipt or other
23 verification of payment, with each monthly request for reimbursement. Each member requesting
24 the lodging reimbursement must certify in writing to the House Controller, before the issuance of
25 the first monthly warrant for each of the sessions of the 91st Legislature that he or she has moved
26 from the usual place of lodging and is eligible for the lodging reimbursement authorized by this
27 resolution. Members' lodging leases are nonpublic data. Members shall pay no more than
28 market rates when leasing commercial or noncommercial lodging units. Upon entering into an
29 agreement, the House Budget and Accounting Office may make payments directly to lessors for
30 session or interim lodging, furniture or parking for a member and direct payments are subject to
31 all the limits or requirements that apply to reimbursement of the comparable expenses under this
32 resolution.

33 During the sessions of the 91st Legislature, a member may be reimbursed for the expense
34 of overnight lodging in the vicinity of the Capitol Complex on a night when the member is
35 required to remain at the Capitol Complex to conduct legislative business or for reasons of
36 safety. The reimbursement may not exceed \$150.00 per night. The reimbursement request must
37 be in writing, accompanied by a receipt or other verification of payment, and approved by the
38 Speaker.

1 PROVIDED FURTHER, that each member of the House whose home is over 50 miles
2 from the State Capitol, as measured by the shortest of the more commonly traveled routes, may
3 be reimbursed for travel to and from the member's place of residence at the same rate per mile as
4 the standard federal mileage rate. Each member of the House who resides more than 125 miles
5 from the State Capitol may be reimbursed for the actual expense of air travel between his or her
6 place of residence and the State Capitol instead of actual mileage for the travel, upon
7 presentation of a voucher. If the member travels in a personal aircraft, the travel reimbursement
8 may not exceed the amount of reimbursement that would be payable for the trip by automobile.
9 During sessions, a qualifying member is entitled to this travel reimbursement upon request for
10 actual trips taken, not to exceed one round trip per week of a regular or special session. During
11 interims, this reimbursement is available to a qualifying member only for business at the Capitol
12 authorized and approved under the rules committee's Policy on the Payment of Per Diem Living
13 Expenses during Interims.

14 PROVIDED FURTHER, that when a member or employee is authorized to travel within
15 the state on legislative business and official duties of the office, reimbursement for lodging may
16 not exceed \$150.00 per night. However, when members or employees are attending a meeting or
17 conference within the state, they may be reimbursed up to \$175.00 per night at the site of the
18 meeting or conference.

19 PROVIDED FURTHER, that during the 2019 and 2020 interims of the 91st Legislature
20 each member of the House may receive, upon written request, travel reimbursement for
21 constituent service travel within the member's legislative district, within any county that is in
22 any part of the member's legislative district, or within any county that is adjacent to a county that
23 is in any part of the member's legislative district, up to a maximum amount based upon the
24 actual size of the district. The maximum reimbursement must be computed at the standard
25 federal mileage rate per square mile per month, with a minimum allowable amount of \$100 and a
26 maximum allowable amount of \$850 per month times the number of interim months. Members
27 may receive an additional \$100 monthly travel reimbursement in excess of the maximum for
28 each increment of 1,000 square miles for which their district size exceeds 1,000 square miles.
29 Reimbursements must be for actual miles travelled and at the federal mileage rate.

30 PROVIDED FURTHER, that during the 2019 and 2020 sessions and during the interims
31 of the 91st Legislature, the Speaker's advance approval is required for per diem and
32 reimbursement of expenses for all out-of-state travel by a member or employee.

33 PROVIDED FURTHER, that during the 2019 and 2020 interims, a member of the House
34 who is traveling away from the member's home to conduct business authorized and approved
35 under the rules committee's Policy on the Payment of Per Diem Living Expenses During
36 Interims may be reimbursed for actual expenses in the same manner as House employees, except
37 as otherwise provided in this resolution. During the sessions of the 91st Legislature, a member
38 may be reimbursed for actual expenses for authorized travel on legislative business away from
39 the Capitol in the same manner as House employees, except as otherwise provided in this

1 resolution. The manner of authorization is as provided in the Policy on the Payment of Per Diem
2 Living Expenses during Interims. The reimbursement is in addition to per diem expense
3 allowances.

4 PROVIDED FURTHER, that during sessions and interims a member may not receive
5 reimbursement for food expenses on any day that the member receives per diem. If the House
6 provides or pays for a meal for the member, the cost of the meal must be deducted from the per
7 diem paid to the member.

8 PROVIDED FURTHER, that the members and members-elect who attended freshman
9 orientation, organizational caucuses and retreats, legislative orientation programs, and caucus
10 personnel committee meetings held in preparation for the 91st Legislative Session must be
11 reimbursed for actual expenses, upon request, in the same manner and in the same amounts as
12 legislators who attended interim meetings of legislative committees during the 90th Session.
13 Members-elect are not eligible for per diem allowances.

14 PROVIDED FURTHER, that each member of the House, upon their voluntary request,
15 must be paid per diem living expenses in an amount up to \$66 for each calendar day during the
16 sessions of the 91st Legislature and during the interims as authorized and approved under the
17 rules committee's Policy on the Payment of Per Diem Living Expenses during Interims.

18 PROVIDED FURTHER, that during the 91st Legislative Session, requests for
19 reimbursements must be submitted in writing on the form provided to House Budget and
20 Accounting within 90 days of the expense occurring.

Date: _____

Signed: _____

RYAN WINKLER, CHAIR