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FILE

RESOLUTION NO. 1627

WHEREAS, Chapter 116, Laws of New Mexico, provides that the New Mexico State Department of Finance and Administration has authority to approve all out-of-state travel of public employees, and

WHEREAS, under the law the State may upon request, authorize Cities, Towns, Villages and Counties to administer locally out-of-state travel, and

WHEREAS, it is understood that the State Department of Finance and Administration may rescind local authority over out-of-state travel if there is abuse of this authority, and

WHEREAS, the New Mexico State Department of Finance and Administration has promulgated Directive No. 63-49, dated 5-05-75, in which the Department has directed that any City, Town, Village or County wishing to have authority to approve out-of-state travel must adopt an acceptable approval process, and

WHEREAS, the City of Roswell requests approval from the State Department of Finance and Administration to administer out-of-state travel requests of City officials or employees.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY,
THE CITY COUNCIL OF ROSWELL, NEW MEXICO:

1. No person shall be reimbursed for any expenses incurred on out-of-state travel unless the travel has had prior approval of the Mayor,

2. No person shall be reimbursed for out-of-state travel unless the cost for such travel has been budgeted and approved by the Governing Body and the State Department of Finance and Administration.

3. The Mayor shall approve on an individual basis, all requests for out-of-state travel, and in so doing shall consider the following questions:

- a. How will the City benefit from the proposed trip?
- b. Will it enhance the efficiency of delivery of local services by the person making the trip?
- c. Will it educate the person requesting permission for the travel so as to allow that person to better carry out his public functions?
- d. Will the amount of the proposed travel be recovered in terms of benefit within a reasonable period of time?
- e. Is it probable that the person's term of office or employment will be terminated prior to the time the benefits of the proposed travel will be recovered?

4. The Governing Body of the City of Roswell hereby requests that the State of New Mexico grant authority to the City to approve out-of-state travel within the authority of this Resolution.

5. The proposed adoption of this Resolution having been publicized in full compliance with the Open Meetings Act, it is:

PASSED, ADOPTED, SIGNED AND APPROVED on this the 13th day of May 1975.

CITY SEAL


~~JERRY N. SMITH, Mayor~~

L.C. Stiles, President, Roswell City Council

ATTEST:


W. M. FOSTER, City Clerk