

TOWN OF ADDISON, TEXAS

ORDINANCE NO. 004-007

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS AMENDING THE CODE OF ORDINANCES OF THE CITY BY AMENDING CHAPTER 2 (ADMINISTRATION) THEREOF BY AMENDING SECTION 2-74 RELATING TO ENTERTAINMENT EXPENSES AS SET FORTH HEREIN; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:

Section 1. Amendment. Chapter 2 (Administration) of the Code of Ordinances of the Town of Addison, Texas is hereby amended by amending the following sections thereof so that they shall hereafter read as follows:

Section 2-74 ("Entertainment expenses") is hereby amended by amending subsections (a), (d), (e), and (f) thereof to read as follows:

"(a) All members of the city council, the city manager, and other Town employees are authorized to incur reasonable expenses to entertain guests for the sole purpose of conducting town business or promoting the interests of the town."

"(d) All requests for reimbursement of entertainment expenses of less than \$50.00 by members of the city council, city manager, or other Town employees shall be made directly to the director of finance. If the Town employee is not a department head, the reimbursement request must be approved by the employee's department director prior to being submitted to the director of finance."

"(e) All requests for reimbursement of entertainment expenses in excess of \$50.00 and less than \$2,500 by members of the city council shall be approved by the mayor prior to submittal to the director of finance for processing."


"(f) All requests for reimbursement of entertainment expenses in excess of \$50.00 and less than \$2,500 by the city manager or other Town Employees shall be approved by the city manager prior to submittal to the director of finance for processing. If the Town employee is not a department head, the reimbursement request must also be approved by the employee's department director prior to being submitted to the director of finance."

Section 2. Savings. This Ordinance shall be cumulative of all other ordinances of the City affecting the matters set forth in Section 1 above and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance.

Section 3. Severability. The sections, paragraphs, sentences, phrases, clauses and words of this Ordinance are severable, and if any section, paragraph, sentence, phrase, clause or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares that it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 4. Effective Date. This Ordinance shall take effect from and after its date of passage and approval.

PASSED AND APPROVED by the City Council of the Town of Addison, Texas this the 13th day of January, 2004.



R. Scott Wheeler, Mayor

ATTEST:

By: 

Carmen Moran, City Secretary

APPROVED AS TO FORM:

By: 

Ken Dippel, City Attorney

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