

LEGISLATURE OF NEBRASKA

ONE HUNDRED FIRST LEGISLATURE

FIRST SESSION

LEGISLATIVE BILL 533

FINAL READING

Introduced by Price, 3; McCoy, 39.

Read first time January 21, 2009

Committee: Government, Military and Veterans Affairs

A BILL

1 FOR AN ACT relating to the Department of Administrative Services;
2 to amend section 81-1174, Reissue Revised Statutes of
3 Nebraska; to change provisions relating to expense
4 reimbursement; to repeal the original section; and to
5 declare an emergency.
6 Be it enacted by the people of the State of Nebraska,

1 Section 1. Section 81-1174, Reissue Revised Statutes of
2 Nebraska, is amended to read:

3 81-1174 Whenever any state officer, state employee, or
4 member of any commission, council, committee, or board of the
5 state is ~~entitled to be reimbursed~~ seeking reimbursement for actual
6 expenses incurred by him or her in the line of duty, he or she
7 shall be required to present a request for payment or reimbursement
8 ~~each month~~ to the Director of Administrative Services not later
9 than sixty days after the final day on which expenses were incurred
10 for which reimbursement is sought. Each request shall be fully
11 itemized, including ~~when, where, and why the expense was incurred~~
12 ~~and the actual amount involved.~~ the amount, date, place, and
13 essential character of the expense incurred.

14 When reimbursement is requested for mileage by
15 automobile, air travel by commercial carrier, air travel in
16 airplanes chartered by the department or agency, or air travel by
17 personally rented airplane, the points between which such travel
18 occurred, the times of arrival and departure, and the necessity and
19 purpose of such travel shall be ~~shown~~ stated on such request. When
20 reimbursement is requested for mileage by automobile, the motor
21 vehicle license plate number, the ~~owner of the automobile used,~~
22 total miles traveled, and the rate per mile being requested shall
23 also be shown on each request.

24 The Accounting Administrator may require less supporting
25 detail for requests covered in this section but shall not

1 impose reporting requirements which exceed those listed unless
2 specifically authorized by other provisions of law. No request
3 shall be submitted by an individual for an expense when such
4 expense has been paid by the agency or department concerned.

5 When reimbursement for expenses incurred in air travel
6 by privately owned airplane is requested, the cost of operating
7 the airplane at rates per mile as established by the Department
8 of Administrative Services shall be shown on such request. Travel
9 by privately owned airplane or personally rented airplane shall
10 only be authorized when it is more economical than surface
11 transportation or will result in a substantial savings of expense
12 or productive time.

13 The statement of expenses shall be duly verified and
14 supported by receipts for all of such expenditures, except
15 meals and immaterial items identified by the director, for which
16 reimbursement is requested.

17 No charge for mileage shall be allowed when such mileage
18 accrues while using an automobile owned by the State of Nebraska.

19 No personal maintenance expenses shall be allowed to
20 any state officer, state employee, or member of any commission,
21 council, committee, or board of the state when such expenses are
22 incurred in the city or town in which the residence or primary work
23 location of such individual is located, except that individuals
24 required to attend official functions, conferences, or hearings
25 within such location, not to include normal day-to-day operations

1 of the department, agency, commission, council, committee, or
2 board, may be paid or reimbursed in accordance with policies
3 established by the Director of Administrative Services. The
4 approval to attend a function, conference, or hearing shall be
5 obtained from the director of the department, agency, commission,
6 council, committee, or board prior to an individual's attendance at
7 such function, conference, or hearing.

8 Nothing in this section shall be construed to prohibit
9 the furnishing of coffee, tea, and any similar beverage by the
10 Legislature or the Legislative Council to its employees or guests.

11 Sec. 2. Original section 81-1174, Reissue Revised
12 Statutes of Nebraska, is repealed.

13 Sec. 3. Since an emergency exists, this act takes effect
14 when passed and approved according to law.