

**ORDINANCE #65710**  
**Board Bill No. 50**  
**Committee Substitute**

An ordinance pertaining to travel expenses of elected officials; requiring every elected official of the City of St. Louis to file with the City Register a travel report detailing all travel and travel related expenses in excess of Two Hundred and Fifty Dollars (\$250.00) incurred by such elected officials in their official capacity or in the conduct of City business during each calendar year; requiring certain information related to the travel activity to be included in such report; designating such reports public records under Chapter 610 of the Revised Statutes of the State of Missouri; and containing a penalty clause.

**BE IT ORDAINED BY THE CITY OF ST. LOUIS AS FOLLOWS:**

**SECTION ONE.** On or before May 1st of each year, every elected official of the City of St. Louis shall file with the City Register a travel report detailing all travel and travel related expenses in excess of Two Hundred and Fifty Dollars (\$250.00) incurred by such elected officials in their official capacity or in the conduct of City business during the previous calendar year. The form for such travel reports shall be provided by the Office of the Budget Director. Travel reports for the year in which this ordinance is adopted shall only include those travel related expenses incurred subsequent to the ordinance's effective date.

**SECTION TWO.** All travel reports filed in compliance with Section One of this ordinance shall contain the following information for each trip taken during the previous calendar year:

- A. A statement detailing the travel destination; the date of the trip; the purpose of the trip and a brief description of the event or events attended; and
- B. A statement as to the benefit to the City from such travel; and
- C. The total amount of public funds, including any Federal or State grants, spent for the travel activity; and
- D. The total amount of private funds (other than personal funds of the elected official) spent for the travel activity and a statement as to the source of such private funds.

**SECTION THREE.** All travel reports filed with the City Register in compliance with this ordinance shall be deemed public records under the provisions of Chapter 610 of the Revised Statutes of the State of Missouri.

**SECTION FOUR.** Penalty

a. Any person required in section one to file a travel report who fails to file such report by the time required in section one shall not be paid such compensation or receive such remuneration until the person has filed a travel report as required by section one.

b. Any person who knowingly misrepresents or omits any facts required to be contained in the travel report, as required by section two, shall be guilty of a violation of this ordinance and subject to a fine of not less than Two Hundred and Fifty Dollars (\$250.00) nor more than Five Hundred Dollars (\$500).

**Approved: December 10, 2002**