

RESOLUTION NO. 2022-06

A RESOLUTION ADOPTING A POLICY REGARDING REIMBURSEMENT FOR COUNCIL MEMBERS

WHEREAS Lake Point is a newly established and incorporated municipality that currently lacks public funds or other means to purchase supplies and procure services that are necessary for the operation and administration of the city;

WHEREAS the Lake Point City Council has been and will continue to be required to expend personal funds in order to obtain needed supplies and services for Lake Point;

WHEREAS the Lake Point City Council desires to adopt a policy regarding reimbursement of such expenditures to the extent they were properly incurred and required for Lake Point;

NOW, THEREFORE, BE IT RESOLVED by the Lake Point City Council as follows:

Section 1. The City Council hereby authorizes the reimbursement of expenditures made by individual Council Members ("Member") for the benefit of Lake Point, as set forth herein.

Section 2. All purchase, contracts, and other liabilities incurred prior to December 7, 2022, may be reimbursed on a case-by-case basis, as approved by majority vote of the City Council.

Section 3. From December 7, 2022, forward, no Member shall be reimbursed for a purchase, contract, or other liability unless the transaction was approved as follows:

- a. For transactions less than \$500, the transaction was approved in writing by the other Member who serves on the same committee having oversight over the transaction. Such writing may consist of an email; the signature of both Members on a bill of sale, contract, or receipt; or other written confirmation.
- b. For transactions equal to or greater than \$500, the transaction was first approved prior to execution by a majority vote of the City Council.
- c. For transactions where approval was not obtained as set forth above, the Member who paid for the transaction shall submit documentation of the transaction, and the City Council shall review the documentation and determine whether reimbursement is appropriate by majority vote.

Section 4. All reimbursement shall be conditioned upon the Member's submission of documentation of the transaction, which shall include:

- a. Date of transaction; name of selling entity or provider of services; purchase contract, bill of sale, or service contract confirming and explaining the details of the transaction; the specific amount paid; and other details as the City Council may reasonably require; and
- b. Proof that the good, supply, or service has actually been received or is being received by Lake Point.

Section 5. Records of all transactions and all reimbursements shall be kept and maintained by the City Recorder.

Section 6. No person other than a Council Member shall be entitled to reimbursement under this policy, nor shall any person other than a Council Member incur liabilities or engage in transactions for or on behalf of Lake Point, unless specifically authorized by the City Council by majority vote in writing.

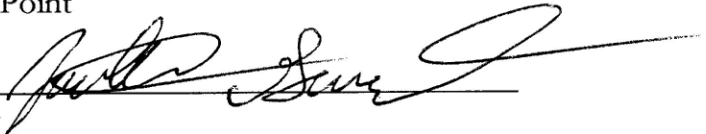
Section 7. Nothing herein shall authorize any Council Member to use their authority under this Resolution to purchase goods, pay for services, and incur other liabilities against the City in a manner that substantially furthers the officer's personal economic interest, secures special privileges for the officer or for others, engages in or supports political activities, or results in special compensation or benefits to the Member for the Member pursuing the transaction.

Section 8. This Resolution shall take effect immediately upon approval.

PASSED, APPROVED, AND ADOPTED on the 7th day of December, 2022

Lake Point

By _____
Chair



ATTEST:


City Recorder

SEAL

Voting:

Daniel Crawford	Yea <u>/</u>	Nay <u> </u>	Absent <u> </u>
Doyle Garrard	Yea <u>/</u>	Nay <u> </u>	Absent <u> </u>
Jonathan Garrard	Yea <u>/</u>	Nay <u> </u>	Absent <u> </u>
Kathleen VonHatten	Yea <u>/</u>	Nay <u> </u>	Absent <u> </u>
Ryan Zumwalt	Yea <u>/</u>	Nay <u> </u>	Absent <u> </u>