

**RESOLUTION NO. 4375**

**A RESOLUTION CONCERNING REIMBURSEMENT OF EXPENSES INCURRED ON THE CITY'S BEHALF BY ITS MAYOR AND CITY COUNCILORS.**

**The City Council of the City of Eugene finds that:**

- A. Reimbursement of reasonable expenses incurred by the Mayor and City Councilors in connection with the exercise of their duties or otherwise on the City's behalf is desirable within the bounds permitted by law.
- B. Articulation of standards for such reimbursement will avoid misunderstandings and the difficulties which such misunderstandings can generate.
- C. The following standards providing reimbursement of such expenses are reasonable.

**NOW, THEREFORE,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a Municipal Corporation of the State of Oregon, as follows:**

**Section 1.** Reimbursement to Eugene's Mayor and City Councilors is appropriate with regard to any of the following expenses incurred by them to the extent necessary to performance of the duties of their offices:

- A. Travel between the official's residence and City Hall, or to such other destinations as reasonably required by exercise of their duties, at the following rates: (1) the per-mile rate authorized in any given year by the United States Internal Revenue Service for travel by automobile; (2) 12¢ per mile for travel by bicycle; and (3) actual travel costs for travel by common carrier or lodging, when prior arrangements through the City Manager's office have not been feasible;
- B. Fees for seminars or conferences;
- C. Costs of meals, parking, and necessary incidental expenses;

- D. Costs of entertaining official City guests;
- E. Toll telephone charges;
- F. Child care expenses, to the extent required on account of the official's attendance at council meetings or performance of other City business;
- G. Expenses of a spouse or guest at local events when officials and spouses are jointly invited and the officials are serving in official capacity.

**Section 2.** Other services or supplies necessary to the conduct of City business shall be arranged through the City Manager's office, specifically including:

- A. Such telecommunications or other resources as are required for the conducting of City business, in consultation with the council officers; and
- B. Transportation and lodging arrangements for out-of-town travel incident to the council's approved work plan, or as otherwise approved by the council. If, for travel within the continental United States, circumstances make such arrangements impossible, reimbursement of appropriate expenses for such travel will be authorized.

**Section 3.** Any resolution or order in conflict herewith is hereby repealed.

The foregoing Resolution adopted the 16<sup>th</sup> day of June, 1993.

  
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City Recorder