

SPONSORED BY: COUNCILWOMAN PAIZ

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-54
Series of 2005

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A RESOLUTION GOVERNING CITY COUNCIL MILEAGE AND EXPENSE REIMBURSEMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. Mileage and Expense Reimbursement. In order to receive reimbursement for mileage or expenses incurred on Council business, members of the City Council shall file with the City Manager or his designee a Mileage or Expense Reimbursement Request in a form provided by the City, which shall include, but not be limited to, the dates of travel, the distance traveled, the purpose of the trip or other expense, the names of persons with whom the member of the City Council met, an itemized statement, and the amount of reimbursement requested. All Mileage or Expense Reimbursement Requests shall be filed within forty-five days following the date the mileage or expense was incurred. Any request for mileage or expense reimbursement made after such forty-five days shall be denied.

Section 2. All mileage and expense reimbursement policies, resolutions or procedures inconsistent with this Resolution are hereby repealed.

DATED at Northglenn, Colorado, this ____ day of _____, 2005.

KATHLEEN M. NOVAK
Mayor

ATTEST:

DIANA L. LENTZ, CMC
City Clerk

APPROVED AS TO FORM:

HERBERT C. PHILLIPS
City Attorney