

1 STATE OF GEORGIA
2 COUNTY OF FULTON

3
4
5
6
7
8
9

**RESOLUTION FOR THE ADOPTION OF
COUNCIL GUIDELINES FOR THE USE OF COUNCIL WARD EXPENSE
ACCOUNT FUNDS**

WHEREAS, the duly elected governing authority of the City of East Point,
Georgia is the Mayor and Council thereof; and

WHEREAS, the governing authority desires to adopt Guidelines for the Use of
Council Ward Expense Account funds; and

WHEREAS, the Guidelines to be adopted state that the following are the
acceptable uses of Council Ward Expenses:

15
16
17
18
19
20
21
22
23
24
25
26

- 1) All expenses related to travel and training for workshops, seminars and conferences directly related to City business.
- 2) All printing and distribution expenses related to communicating with the residents excluding campaign literature.
- 3) All expenses used to sponsor a town hall meeting, workshop, or seminar opened to the public that deals directly with City adopted and/or proposed programs, ordinances and policies.
- 4) All consumable office supplies; and

WHEREAS, the form to be used for requesting these funds is attached hereto;

28
29

NOW BE IT RESOLVED, that this Resolution shall become effective upon its
adoption and that all resolutions and parts of resolutions in conflict with this Resolution
are hereby repealed to the extent of the conflict.

33
34

SO RESOLVED, this 20 day of July, 2009.

36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54

CITY OF EAST POINT, GEORGIA



Joseph Macon, Mayor

ATTEST:



City Clerk

APPROVED AS TO FORM:



City Attorney



The city of
EAST POINT
Georgia
2777 East Point Street
East Point, Georgia 30344

Guidelines for Council Ward Expense Accounts

- 1) All expenses related to travel and training for workshops, seminars and conferences directly related to City business.
- 2) All printing and distribution expenses related to communicating with the residents excluding campaign literature.
- 3) All expenses used to sponsor a town hall meeting, workshop, or seminar opened to the public that deals directly with City adopted and/or proposed programs, ordinances and policies.
- 4) All consumable office supplies

Mayor & Council Funding Request Form **This form is to be submitted to the City Clerk.**

Name _____ Date _____

Reason for Request: (State briefly) _____

Type of Payment: (Circle one) City credit card/Reimbursement/Advance/Per Diem

Amount: _____

Mayor/Council Member's Signature _____

Received by City Clerk _____ Date _____

Receipts Attached Yes No

This form maybe completed on line.

The City Clerk will contact the Mayor/Council Member concerning the disposition of the request.
All receipts, except for reimbursements, shall be given to the City Clerk no later than five days after the event.