

**CITY OF LAKE ELMO  
WASHINGTON COUNTY  
STATE OF MINNESOTA**

**RESOLUTION 2017-65**

**RESOLUTION APPROVING PAPERLESS PACKETS FOR COUNCIL MEETINGS  
AND REIMBURSEMENT TO MAYOR AND CITY COUNCIL MEMBERS FOR THE  
PURCHASING OF COMPUTER AND COMPUTER RELATED EQUIPMENT.**

**WHEREAS**, the City of Lake Elmo can cut costs incurred by the continuous purchasing of paper, preparation of City Council agendas, delivery of City Council agendas and use the paper-related products used during meetings; and

**WHEREAS**, the City currently budgets approximately \$6,400 per year for paper, equipment, and staff time for preparation for delivery of City Council agendas; and


**WHEREAS**, a reimbursement program for electronic equipment for Council members is anticipated to cost an average of \$1,000 per year; and

**WHEREAS**, the City of Lake Elmo can become more environmentally friendly by cutting back on the use of paper and instead focus on using modern technology.


**NOW, THEREFORE BE IT RESOLVED:**

1. That the attached Guidelines for Paperless Council Meeting Packets in the City of Lake Elmo is hereby adopted.
2. That the Mayor and City Council members of the City of Lake Elmo will be provided reimbursement by the City for a computer, tablet or other electronic device purchased for use in their official capacity as Lake Elmo City Council members in a maximum amount of \$1,000 with receipt for proof of purchase.
3. That the reimbursement will be done once per member per four-year Council term. The computer or electronic device must be purchased within twelve (12) months of the member's term to be eligible for reimbursement as provided in this Resolution.
4. That the computer or electronic device purchases reimbursed under this Resolution are the personal property of the Mayor and Council member. Individual Council members may refuse this benefit.
5. That only those councilmembers in office on January 1, 2017 and thereafter will be eligible for this reimbursement. Notwithstanding the preceding provision, a Mayor elect and Council members elect who will take office effective January 1 of any year may be reimbursed after January 1 of any year, for their computer equipment purchased prior to the effective date of the commencement of their term in office. Also, any Mayor or Council member in office at the time of the effective date of this resolution may receive said reimbursement for purchases made within twelve (12) months of the effective date.
6. The Guidelines for Paperless Council Meeting Packets will be effective with the August 1, 2017 Council meeting packet.

APPROVED by the Lake Elmo City Council on this 20th day of June, 2017.

By:   
Mike Pearson  
Mayor

ATTEST:

  
Julie Johnson  
City Clerk