

## Comparable Cities - City Council Professional Development and Expense Reimbursement Policies

		<u>Have Council Travel Policy?</u>		<u>Council Pre-Approve Elected Officials Out of State Travel?</u>	<u>Dollar Amount Cap for Each Council Member? If so, what is the amount?</u>	<u>Notes</u>
Crystal		Yes		No	There is an amount for all Council members' travels in the City budget. But there is no specific dollar amount allocated to each council member	
Faribault		No		No outstate travel is allowed at this time for elected officials	Zero	
Hopkins		Yes		Yes	No	
New Brighton		Yes		Yes	No	
New Hope		Yes - Addresses both elected officials and staff		Yes	No	Policy is from 1990. Can't remember last time elected officials traveled out of state for official business answers are hypothetical
<b>Northfield</b>		Yes		Yes	\$500/member	
North St. Paul		Dependent on the budget		Yes	\$1,000 per trip if funding is available	They review each request but usually pay airfare, lodging, meals and registration
Owatonna		Yes		Yes	No	Airfare reimbursed at coach rate, Mileage reimbursed at IRS rate, Lodging & meals limited to those that are reasonable and necessary, cost of registration & materials. Frequent flyer miles accrued will be property of the city
South St. Paul		Yes				\$7,500 total. Includes new council member orientation through LMC, local trainings/meetings and funds to send 3 council members to the NLC conference.