

**RESOLUTION NO. 25 –**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MAMMOTH LAKES, STATE OF CALIFORNIA, ADOPTING THE TOWN OF MAMMOTH LAKES TRAVEL POLICY AND REPEALING RESOLUTION NO. 18-49**

**WHEREAS**, the Town of Mammoth Lakes takes its stewardship over the use of its limited public resources seriously and public resources should only be used when there is substantial benefit to the Town of Mammoth Lakes; and

**WHEREAS**, the Town of Mammoth Lakes has previously adopted Resolution No. 18-49, and a significant amount of time has passed since the policy statement has been reviewed; and

**WHEREAS**, the Town of Mammoth Lakes recognizes that certain travel, workshops, conventions, seminars, conferences, meetings, and other business-related activities will result in expenses being incurred on behalf of the Town by its employees; and

**WHEREAS**, the Town recognizes that employees should not personally incur any business-related expenses when travelling on Town business, nor should employees gain any undue benefit from such travel; and

**WHEREAS**, a policy is required to establish procedures for authorization and reimbursement for travel by Town employees on Town business; and

**WHEREAS**, this policy satisfies the requirements of Government Code Section 53232 et seq.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MAMMOTH LAKES AS FOLLOWS:**

**Section 1.** The travel policy attached hereto as Exhibit “A” is hereby adopted.

**Section 2.** Resolution No. 18-49 is hereby repealed.

APPROVED AND ADOPTED THIS 21<sup>st</sup> DAY OF MAY 2025.

ATTEST:

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CHRIS BUBSER, Mayor

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JAMIE GRAY, Town Clerk

**Exhibit A**  
**Travel Policy**