

## City of Sand Point



### RESOLUTION 24-02

#### A RESOLUTION OF THE CITY OF SAND POINT ESTABLISHING A FINANCE COMMITTEE.

**WHEREAS**, the Finance Committee is established for the purpose of evaluating the City budget and reviewing financial responsibilities.

**WHEREAS**, recommendations by the Finance Committee will be documented.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SAND POINT** that a Finance Committee is established as follows:

**Section 1: Purpose.** Act in an advisory capacity to the City Council.

**Section 2: Membership/ Quorum.** The Finance Committee shall consist of three council members appointed by the Mayor. Initial appointees are Council members are Arlene Gundersen, Marita Gundersen, Austin Roof, and alternate Jani Gundersen.

**Section 3: Powers/ Duties.** The committee shall serve in an advisory capacity to the Council with regards to the development, revisions, and implementation of the City budget and reviewing financial responsibilities. The committee shall not have direct power to affect policy determinations, but it shall make recommendations to the Council affecting matters related to the financial matters of the City.

**Section 4: Structure.** The committee shall elect a chairperson at its first meeting.

**Section 5: Agenda Setting/ Meeting Materials.** The Chairperson shall set the agenda with the Administrator or City Clerk. No business may be transacted or considered that is not on the agenda. The committee shall adhere to the Alaska Open Meetings Act and follow the general practices of the City regarding public meetings including but not limited to parliamentary procedures and posting meeting notices.

**Section 6: Meetings Frequency.** The committee shall meet as needed. Agenda packets and minutes shall be kept per the City's records retention schedule.

**Section 7: Administrative Assistance.** The City Administrator or designee shall:

1. Furnish the committee with copies of all requested documents and other information necessary or reasonably related to the performance of committee functions.
2. Provide the committee with such supplies, meeting space, and administrative assistance.
3. Transmit all recommendations and other communications from the committee to the Council.

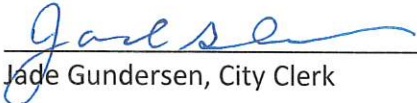
**Section 8: Duration.** The committee shall remain active until this resolution is rescinded by the Council.

**PASSED AND APPROVED BY A DULY CONSTITUTED QUORUM OF THE CITY COUNCIL FOR THE CITY OF SAND POINT ON THIS 12<sup>th</sup> DAY OF MARCH, 2024.**

**CITY OF SAND POINT**

  
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James Smith, Mayor

**ATTEST:**

  
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Jade Gundersen, City Clerk