

RESOLUTION 26-01

A RESOLUTION OF LEWISTON CITY, UTAH, ESTABLISHING POLICY FOR CITY-AFFILIATED COMMITTEES, ADVISORY BOARDS, AND OTHER NON-GOVERNING BODIES; AUTHORIZING THE SOLICITATION AND ACCEPTANCE OF DONATIONS ON BEHALF OF THE CITY; ESTABLISHING PROCEDURES FOR THE DEPOSIT AND ACCOUNTING OF SUCH FUNDS; AND REQUIRING CITY COUNCIL APPROVAL FOR THE SOLICITATION OF RESTRICTED DONATIONS.

WHEREAS, Lewiston City occasionally receives donations and fundraising support for community programs, events, and other public purposes; and

WHEREAS, committees, advisory boards, volunteers, and other non-governing bodies may assist the City by organizing events, programs, and fundraising activities; and

WHEREAS, such committees and groups are not independent legal entities and do not possess authority to independently hold or manage public funds or City property; and

WHEREAS, the City Council desires to establish clear procedures governing the solicitation, acceptance, deposit, and expenditure of donations received on behalf of Lewiston City; and

WHEREAS, the City Council further desires to clarify the advisory role of committees and to maintain appropriate oversight of public funds and City assets.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lewiston City, Utah, that:

1. Definitions, Applicability, and Advisory Role.

For purposes of this resolution, “City Advisory Body” means any City-affiliated committee, advisory board, volunteer group, or other non-governing body recognized by Lewiston City that does not possess independent legal authority and serves in an advisory capacity.

This resolution applies to City Advisory Bodies and does not apply to governing bodies established by state law or city ordinance that are granted independent legal authority.

City Advisory Bodies serve in an advisory capacity to the City Council and Mayor.

2. No Independent Authority.

City Advisory Bodies do not possess independent authority to act on behalf of the City, including to:

- expend public funds
- acquire, control, or dispose of City assets or property
- establish official City policy

unless expressly authorized by the City Council.

3. **Fundraising and Donations.**

City Advisory Bodies assisting Lewiston City may engage in fundraising and donation-related activities in accordance with the following:

a. **Authorization to Solicit Donations.**

City Advisory Bodies assisting Lewiston City may solicit unrestricted donations or fundraising support on behalf of Lewiston City for programs, events, or activities that benefit the community.

b. **Restricted Donations Require Council Approval.**

Donations that are restricted to a specific purpose, project, or use may not be solicited, accepted, or represented to donors as being dedicated to a particular purpose unless the City Council has first approved the intended purpose for which the restricted funds will be solicited and accepted.

c. **Acceptance of Donations.**

All donations or fundraising revenue solicited on behalf of the City shall be made payable to Lewiston City and accepted in accordance with applicable laws and City financial procedures.

d. **Deposit and Accounting of Funds.**

All funds received through donations or fundraising activities conducted on behalf of the City shall be promptly deposited with the City Treasurer or designated financial officer and recorded in the City's official accounting system.

4. **No Independent Control of Funds.**

City Advisory Bodies shall not maintain separate bank accounts or otherwise hold public funds outside the City's financial system unless expressly authorized by the City Council.

5. **Electronic Payment Platforms.**

Electronic payment platforms, online fundraising services, and similar payment systems (including but not limited to Venmo, PayPal, Square, or similar services) used for collecting funds on behalf of Lewiston City must be established, owned, and controlled by the City and must be connected to City financial accounts.

City Advisory Bodies shall not operate or control private accounts for the purpose of collecting funds on behalf of the City.

6. **Budget Authority.**

All expenditures of donated or fundraising revenue remain subject to appropriation and approval through the City's annual budget and applicable purchasing procedures.

7. **Fundraising Revenue Does Not Establish Spending Authority.**

The solicitation or receipt of donations or fundraising revenue on behalf of Lewiston City does not independently authorize expenditures or establish a spending entitlement for any City Advisory Body. All such funds remain subject to the City Council's authority through the budget and appropriation process.

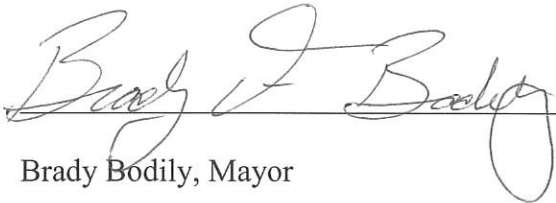
8. **Contracts and Vendor Agreements.**

City Advisory Bodies shall not enter into contracts, agreements, or financial commitments with vendors, performers, service providers, or other parties on behalf of Lewiston City unless authorized by the City Council or executed through authorized City staff in accordance with City purchasing and contracting procedures.

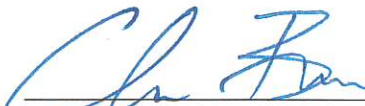
PASSED AND ADOPTED by vote of the City Council of Lewiston City, Utah, this 21st day of April, 2026.

Council Vote:

Fizz Bodily	☒ Yes	☐ No	☐ Excused	☐ Abstained	☐ Absent
John Morrison	☒ Yes	☐ No	☐ Excused	☐ Abstained	☐ Absent
Ned Simper	☒ Yes	☐ No	☐ Excused	☐ Abstained	☐ Absent
Jason Trexler	☒ Yes	☐ No	☐ Excused	☐ Abstained	☐ Absent
Jonna Westover	☐ Yes	☐ No	☐ Excused	☒ Abstained	☐ Absent


Brady Bodily, Mayor

ATTEST:


Chris Barr, City Recorder

