

EXHIBIT A

City of Sandy Food, Beverages, and Other Items Policy

Purpose

This policy is to address any issues that might arise from providing meals, food, beverages, or other compensation to certain public officials in connection with performance of their official duties for the City of Sandy.

Covered Individuals

This policy applies to all “public officials” as that term is defined under ORS 244.020(15) serving the City of Sandy.

Policy

As part of their official compensation package as that term is used under ORS 244.040(2)(a), covered officials may receive the following from the City of Sandy:

- (1) Food, beverage, and other related items provided by the City of Sandy to covered officials and any of their relatives or household members who are accompanying them, including during a City of Sandy-related event such as, but not limited to, meetings, team building activities, potlucks, volunteer appreciation events, retirement parties, retreats, and conferences.
- (2) Items with the City of Sandy logo provided to them in their role as a covered official such as clothing, water bottles, pens, paper, etc.
- (3) This policy does not apply to:
 - (a) Food, lodging, transportation, and other related costs reimbursed by the City of Sandy and covered under existing City of Sandy reimbursement policies.
 - (b) Food, beverage, and other related items provided by the City of Sandy to covered officials that are also available to the public at large.
 - (c) Items that are considered “gifts” under ORS 244.020(7).
- (4) Compensation provided as part of an official compensation package may be subject to income tax per the IRS rules on taxable fringe benefits.

Examples

To follow are examples of when this policy would apply to elected officials and volunteers:

- (1) At its regular meetings, City of Sandy provides meals and beverages for the City Council. Those meals would be considered part of the official compensation package.
- (2) After being sworn in, all City of Sandy City Council members receive a City-logo water bottle. This water bottle would be considered part of the official compensation package.
- (3) A member of the City of Sandy City Council is provided with a meal by an outside third party. This is not considered part of the official compensation package and must be analyzed under ORS 244.
- (4) Members of all appointed boards for the City of Sandy are provided dinner at a volunteer recognition event. Dinner would be considered part of the official compensation package.

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To follow are examples of when this policy would apply to employees:

- (1) At its regular meetings, City of Sandy provides meals and beverages for employees staffing a public meeting. Those meals would be considered part of the official compensation package.
- (2) After being hired, all City of Sandy City Council employees receive a City-logo water bottle. This water bottle would be considered part of the official compensation package.
- (3) Employee, while performing City of Sandy related business, is provided with a meal by an outside third party. This is not considered part of the official compensation package and must be analyzed under ORS 244.

POLICY APPROVED: July 21, 2025