



Item Number: 20

City Council / Board of Directors

Written Communications

Meeting of: June 20, 2023

Submitted By:

Jennifer Thompson, City Clerk

Subject:

Fiscal Year 2023-2024 Training Schedule for City Council Members

Recommendation:

That Your Honorable City Council direct staff which business events Council will attend during Fiscal Year 2023-2024 to allow sufficient time for registration and travel accommodations.

Fiscal Impact:

Unknown at this time, and dependent upon registration fees and travel costs. City Council travel and meetings expense account 1001220-52150 has a budgeted amount of \$26,000 for Fiscal Year 2023-2024.

Strategic Plan Goal:

Goal F: Communication and Outreach – Attendance allows Council Members the opportunity to collaborate with other jurisdictions and build on relationships.

Discussion:

At the February 28, 2023, Governance Team Relations Workshop, Baker Tilly discussed the importance of continued training for Council Members. Pursuant to City Council Policy and Procedures Manual, Chapter 8 Section IV(C) "Prior to making travel, transportation, and/or lodging arrangements for any event for which a Councilmember wishes to be reimbursed by the City, the Councilmember must have the event and the expenditure approved. Requests for travel and meeting expense reimbursements or City-paid travel and meetings for any event(s) will require the advance approval of the City Council at a regularly-scheduled Council Meeting under an agenda item requesting such approval."

This item is being presented to establish a list of approved business events the Council desires to attend during Fiscal Year 2023-2024. Council approval of business travel in

advance will provide staff the flexibility and time to research the best prices for travel accommodations for all interested Council Members, as soon as registration and hotel blocks are announced, and ensure space availability as some events meet capacity quickly.

The table below identifies events organized by the League of California Cities and the City/County Conference.

Event Name	Dates/Locations	Costs
Annual League of California Cities Conference	September 20-23, 2023 SAFE Credit Union Convention Center, Sacramento	\$600 Registration + Travel
New Mayors and Council Members Academy	January 24-26, 2024 Monterey, CA	\$625 Registration + Travel
City Leaders Summit	April 17-19, 2024 SAFE Credit Union Convention Center, Sacramento	\$625 Registration + Travel
City/County Conference	April 2024 Lake Arrowhead	\$200 Registration + Hotel

Staff remains available for any questions or comments you might have.

Attachments: None