



STAFF REPORT

DATE: 09/04/2024
TO: Honorable Mayor and City Council Members
FROM: City Manager's Office

2024-17

REQUEST FOR CITY COUNCIL ACTION

SUBJECT:

TRAVEL REQUEST FOR COUNCIL MEMBER WES SPEAKE TO ATTEND THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE AND EXPO.

EXECUTIVE SUMMARY:

This staff report asks the City Council to consider approving the advance travel request for Council Member Wes Speake to attend the 2024 League of California Cities Annual Conference and Expo.

RECOMMENDED ACTION:

That the City Council approve the advance request for Council Member Wes Speake to attend the 2024 League of California Cities Annual Conference and Expo. The estimated total cost for the trip is \$964.27, which includes registration, meals, and transportation.

BACKGROUND & HISTORY:

The League of California Cities Annual Conference and Expo will feature speakers, timely presentations on key topics for local leaders, and numerous opportunities for peer-to-peer sharing with other California city officials. The Expo will have opportunities to engage with organizations providing city services. Importantly, Cal Cities convenes a member-driven General Assembly and Resolutions process yearly at the conference. This is a unique opportunity to engage all members on significant policy issues to protect local control.

Administrative Policy No. 1200.001 (Travel and Other Expense Reimbursement Policy) requires all City Officials to obtain approval from the City Council for event registration and other related fees.

ANALYSIS:

The 2024 League of California Cities Annual Conference and Expo will be held from October 16th to 18th, 2024, in Long Beach, California. Council Member Speake, who serves on the Housing, Community, and Economic Development Policy Committee, has requested to attend the three-day event and represent the City.

FINANCIAL IMPACT:

City Council Members' travel and other expense reimbursements are funded by the City Council's operating budget in the General Fund. Funding for this request is included in the approved Fiscal Year 2025 Budget.

ENVIRONMENTAL ANALYSIS:

This action is exempt pursuant to section 15061 (b)(3) for the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if covered by the commonsense exemption that CEQA applies to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This action seeks Council approval for Council Member Speake's travel request.

there is no possibility that approving the recommended action will have a significant effect on the environment. Therefore, no environmental analysis is required.

PREPARED BY: ANGELA NIETO, EXECUTIVE ASSISTANT

REVIEWED BY: JACOB ELLIS, CITY MANAGER

ATTACHMENTS:

1. Exhibit 1 – City Official Advance Travel Request