



Report to City Council

TO: Mayor and City Council

FROM: M. Patricia Rodriguez, Acting Manager of the Office of Mayor and City Council/City Clerk

AGENDA DATE: August 20, 2024

TITLE: COUNCIL TRAINING & TRAVEL EXPENDITURE REPORTS FOR FISCAL YEAR 2023-2024 (REPORT OF: CITY CLERK)

TITLE SUMMARY: Council Training & Travel Expenditure Reports – June 2024 (Report of: City Clerk)

Recommendation(s)

That the City Council:

1. Receive and file the Training & Travel Authorization Forms for the month of June 2024.

SUMMARY

This staff report is prepared at the request of the City Council to provide transparency with respect to the expenditure of City funds used for City Council Training and Travel. Each Council District receives an annual budget allocation of \$4,000 and the Mayor receives an annual budget allocation of \$12,000.

On September 5, 2023, the City Council approved the revision of policy #3.06; to incorporate additional transparency requirements for the reporting of the travel and training forms.

The training and travel forms provide unaudited information and are reconciled to the City's general ledger. Following the end of the Fiscal Year, the financial information shall be reviewed as part of the City's independent financial audit.

No City Council training or travel expenditure activity to report for October 2023.

No City Council training or travel expenditure activity to report for November 2023.

No City Council training or travel expenditure activity to report for December 2023.

Travel Activity for January 2024: Mayor Cabrera, Councilmember Delgado, and Councilmember Marquez.

No City Council training or travel expenditure activity to report for February 2024.

No City Council training or travel expenditure activity to report for March 2024.

Travel Activity for April 2024: Mayor Cabrera.

No City Council training or travel expenditure activity to report for May 2024.

Travel Activity for June 2024: Councilmember Baca-Santa Cruz, Councilmember Delgado.

FISCAL IMPACT

No Fiscal Impact as all funds are budgeted within the Fiscal Year 2023/2024 annual budget.

PREPARATION OF STAFF REPORT

Prepared By:
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Executive Assistant to the Mayor and Council Office

Department Head Approval:
M. Patricia Rodriguez
Acting City Clerk

CITY COUNCIL GOALS

None

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development**
- 2. Public Safety**
- 3. Library**
- 4. Infrastructure**
- 5. Beautification, Community Engagement, and Quality of Life**
- 6. Youth Programs**

Report Approval Details

Document Title:	STAFFREPORT_COUNCIL_TRAVEL_EXPENDITURE_REPORTS_JUNE_2024.docx
Attachments:	- CM Baca-Santa Cruz- TAF- NALEO.pdf - CM Baca-Santa Cruz- TAF- WRCOG General Assembly.pdf - CM Delgado TAF- WRCOG General Assembly.pdf
Final Approval Date:	Aug 14, 2024

This report and all of its attachments were approved and signed as outlined below:

Natalia Lopez

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