



Report to City Council

TO: Mayor and City Council

FROM: Patty Rodriguez, Acting Manager of the Office of Mayor & City Council/City Clerk

AGENDA DATE: November 19, 2024

TITLE: COUNCIL TRAINING & TRAVEL EXPENDITURE REPORTS FOR FISCAL YEAR 2024-2025 (REPORT OF: CITY CLERK)

TITLE SUMMARY: Council Training & Travel Expenditure Reports – September 2024

Recommendation(s)

That the City Council:

1. Receive and file the Fiscal Year 2024/2025 City Council Training & Travel Expenditure Report for the month of September 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 July 2024.
No City Council training or travel expenditure activity to report for August 2024.
No City Council training or travel expenditure activity to report for September 2024.

FISCAL IMPACT

No Fiscal Impact as all funds are budgeted within the Fiscal Year 2024/2025 annual budget.

PREPARATION OF STAFF REPORT

Prepared By:
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Department Head Approval:
Patty Rodriguez
Acting Manager of the Office of the Mayor & City
Council/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_COUNCILTRAVELEXPENDITUREREPORT_NOV 5.2024.docx
Attachments:	
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This report and all of its attachments were approved and signed as outlined below:

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