



## Report to City Council

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**TO:** Mayor and City Council

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

**AGENDA DATE:** December 17, 2024

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

**TITLE SUMMARY:** Council Training & Travel Expenditure Reports – October 2024

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### **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 October 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.

Travel Activity for October 2024: Mayor Cabrera, Mayor Pro Tem Barnard, Councilmember Baca-Santa Cruz, Councilmember Delgado.

### **FISCAL IMPACT**

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

### **PREPARATION OF STAFF REPORT**

Prepared By:  
Jasmin Rivera  
Executive Assistant to the Mayor and Council Office

Department Head Approval:  
Patty Rodriguez  
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_CC_TRAVELEXPENDITURERPORT_DEC5.2024.docx
Attachments :	- Mayor Cabrera - TAF Signed.pdf - MPT Barnard - TAF Signed.pdf - CM Baca-Santa Cruz - TAF Signed.pdf - CM Delgado - TAF Signed.pdf
Final Approval Date:	Dec 10, 2024

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

Natalia Lopez

Launa Jimenez

Brian Mohan

Mike Lee

Patty Rodriguez