



# Travel Authorization & Expense Reporting Form

Instructions: **Prior to any** travel, complete **Part I** of this form to have travel and anticipated expenses approved. Submit a copy of this approved form with each payment expense submitted. **Upon returning** from travel, complete **Part II** of this form to confirm total expenses including any approved adjustments. Submit form to Accounts Payable within **15 days** of the travel end date. **Always use the most up-to-date Travel Form located on the City's Intranet.**

<b>Part I - Travel Authorization</b>	<u>Employee Signature</u> 	<u>Immediate Supervisor Signature</u> 
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Name: Ulises Cabrera	Purpose of Trip: League Leaders Workshop - League of Cal Cities
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Job Title: Mayor	Destination: Rancho Mirage, CA	Out of State? <input type="checkbox"/>
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Division: City Council	Enter below the departing date and time then the return date and time. Per diem travel days will automatically be calculated.
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GL Org Set(s) 1010-10-01-10015	% Split 100%	Split Total Equals  100%	Departure Date & Time: 12/3/25 5:00 PM	Example: 1/2/18 7:30 AM
			Return Date & Time: 12/5/25 1:00 PM	Example: 1/2/18 5:30 PM

Expense Type	Account #	Description of Expenses	Amount	CAL-Card? <input checked="" type="checkbox"/> If Yes
Registration:	(620510)	Mayor participated as League board member.		<input type="checkbox"/>
Lodging :	(620510)	No Registration Fee; Lodging paid by League		<input type="checkbox"/>
Mileage:	(620510)	Miles: 13.5 X Rate: \$0.70	\$9.45	<input type="checkbox"/>
Airfare:	(620510)			<input type="checkbox"/>
*Per Diem:	(620510)	Rancho Mirage, CA	\$86	Check box to decline Per Diem, whereby actual receipts must be submitted (limits apply).
<b>Total Travel Days</b> (Enter # of Days >>>			3	
<i>*To receive per diem, travel must include an overnight stay. Per diem on first and last day are to be calculated at 75% of daily per diem rate.</i>			<b>Total Per Diem:</b> \$182.75	
Misc. Other:	(620510)			<input type="checkbox"/>
Business Meals:	(620510)			<input type="checkbox"/>

Division Manager Approval	Date	Total Anticipated Expenses:	\$192.20
X	X	City Manager Approval (as required)	Date
Department Head Approval	Date		
X	X 12/9/25	X	X

## Part II - Expense Reporting (Please check the appropriate box below and provide details)

- No adjustments are necessary. Anticipated expenses match actual expenses incurred.
- Advance payments exceeded the actual expenses incurred. Attached is my receipt as evidence of ) reimbursement to the City. (Explain below, use negative numbers
- Actual expenses exceeded the anticipated original request. Additional funds are required as listed below.

Expense Details	Expenditure Code	Amount	CAL-Card?
			<input type="checkbox"/>
<i>Post-Trip</i> I certify that this document is a true and accurate record of travel expenses for official City business.	GL Org Set Split Totals:	1010-10-01-10015 \$192.20	<input type="checkbox"/>
Employee Signature: X			
Date: Ext.			
Division Manager Approval	Date	Final Total Expenses:	\$192.20
X	X	City Manager Approval (as required)	Date
Department Head Approval	Date		
X	X 12/9/25	X	X



# Per Diem Worksheet

<b>Travel Destination:</b>	<b>Rancho Mirage, CA</b>
	(City, State)
	<b>3</b>
	(# of Days)
<b>Total Travel Days:</b>	<b>\$86.00</b>
	(Daily M&IE Rate)
<b>Per Diem Rate:</b>	

## Breakdown

<u>Travel Days</u>	<u>Rate</u>
<b>First Day</b> <input checked="" type="checkbox"/> Check if you began travel after 12:00PM (Noon)	<b>\$32.25</b>
<b>Travel Days</b>	<b>\$86.00</b>
<b>Last Day</b> <input type="checkbox"/> Check if you ended travel before 12:00PM (Noon)	<b>\$64.50</b>
<b>Total Per Diem</b>	<b>\$182.75</b>



LEAGUE OF  
**CALIFORNIA**  
**CITIES**

## **Board of Directors Meeting**

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# AGENDA

December 5, 2025

Westin Rancho Mirage  
71333 Dinah Shore Drive  
Rancho Mirage, CA 92270



# LEAGUE OF CALIFORNIA CITIES

## VISION

To be recognized and respected as the leading advocate for the common interests of California's cities.

## MISSION and CORE BELIEFS

To expand and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

## WE BELIEVE:

- Local self-governance is the cornerstone of democracy.
- Our strength lies in the unity of our diverse communities of interest.
- In the involvement of all stakeholders in establishing goals and in solving problems.
- In conducting the business of government with transparency, openness, respect, and civility.
- The spirit of honest public service is what builds communities.
- Open decision-making that is of the highest ethical standards honors the public trust.
- Cities are vital to the strength of the California economy.
- The vitality of cities is dependent upon their fiscal stability and local autonomy.
- The active participation of all city officials increases Cal Cities effectiveness.
- Partnerships and collaborations are essential elements of focused advocacy and lobbying.
- Ethical and well-informed city officials are essential for responsive, visionary leadership, and effective and efficient city operations.

# League of California Cities Board of Directors Meeting

December 5, 2025  
Rancho Mirage, CA

- |    |  |             |
|----|--|-------------|
| 1. | Roll Call/Call to Order (8:30 a.m.)  |             |
| 2. | Schedule of Events   | INFORMATION |
| 3. | Future Board Meeting Dates   | INFORMATION |
| 4. | Welcome and Farewell to Board Members  | INFORMATION |
| 5. | President's Remarks ~ <i>Cal Cities President Gabe Quinto</i>                      | INFORMATION |
| 6. | Executive Director's Report<br>~ <i>Executive Director and CEO Carolyn Coleman</i> | INFORMATION |
| 7. | Non-Legislative Consent Calendar   | ACTION (5)  |

## **ADVOCACY**

- |     |  |                  |
|-----|--|------------------|
| 8.  | 2026 Proposed Strategic Advocacy Priorities<br>~ <i>Jason Rhine, Cal Cities Senior Director of Legislative Affairs</i>   | ACTION (19)      |
| 9   | Federal Update and National League of Cities Report<br>~ <i>David Sander, Cal Cities Board Member and NLC Immediate Past President and Caroline Grinder, Cal Cities Legislative Advocate</i> | INFORMATION (21) |
| 10. | Legal Advocacy Report<br>~ <i>Sheri Chapman, Cal Cities General Counsel</i>  | INFORMATION (28) |

## **EDUCATION AND MEMBER SERVICES**

- |     |   |                  |
|-----|---|------------------|
| 11. | Education and Member Services Update<br>~ <i>Jennifer Whiting, Cal Cities Deputy Executive Director</i>       | INFORMATION (34) |
| 12. | Advancing Equity Advisory Committee Report<br>~ <i>Jennifer Whiting, Cal Cities Deputy Executive Director</i> | ACTION (37)      |

## **ORGANIZATIONAL ITEMS**

- |     |   |             |
|-----|---|-------------|
| 13. | Finance Committee Report  | ACTION (45) |
|     | a. Review and Approval of Cal Cities 2026 Budget<br>~ <i>Cal Cities First Vice President Teresa Acosta and Steve Maciel, Cal Cities Chief Financial Officer</i> |             |

Adjourn by 12:30 p.m., Friday, December 5, 2025

## **NON-LEGISLATIVE CONSENT CALENDAR**

- |      |  |                  |
|------|--|------------------|
| 7(a) | Approval of Minutes from October 9, 2025 | ACTION (6)       |
| 7(b) | Institute for Local Government Update    | INFORMATION (10) |
| 7(c) | CitiPAC Update                           | INFORMATION (15) |
| 7(d) | Cal Cities Partner Update                | INFORMATION (16) |

# **League of California Cities – 2025-2026 Board of Directors**

*(As of November 3, 2025)*

## **Officers**

Gabe Quinto	Mayor Pro Tem, El Cerrito	President
Teresa Acosta	Council Member, Carlsbad	First Vice President
David Cohen	Council Member, San Jose	Second Vice President
Lynne Kennedy	Mayor Pro Tem, Rancho Cucamonga	Immediate Past President
Carolyn M. Coleman	Executive Director / CEO	

## **Directors**

Ashleigh Aitken	Mayor, Anaheim	Large City
Paul Akinjo	Mayor, Lathrop	Central Valley Division
Walter Allen III	Council Member, Covina	At-Large
Jan Arbuckle	Council Member, Grass Valley	At-Large
Dan Arriola	Mayor, Tracy	At-Large
Karen Bass	Mayor, Los Angeles	Large City
Scott Bauer	Council Member, Eureka	Redwood Empire Division
LaTanya Bellow	City Manager, Emeryville	Personnel & Employee Relations Dept.
James Bozajian	Mayor Pro Tem, Calabasas	Los Angeles County Division
Ulises Cabrera	Mayor, Moreno Valley	Latino Caucus
Karen Comstock	Council Member, Chino	Inland Empire Division
Eric Danly	City Attorney, Petaluma	City Attorneys Department
Bea Dieringer	Mayor Pro Tem, Rolling Hills	Women's Caucus
Alice Dowdin Calvillo	Council Member, Auburn	Sacramento Valley Division
Jerry Dyer	Mayor, Fresno	Large City
Marilyn Ezzy Ashcraft	Mayor, Alameda	East Bay Division
Neysa Fligor	Vice Mayor, Los Altos	At-Large
Todd Gloria	Mayor, San Diego	Large City
Karen Goh	Mayor, Bakersfield	Large City
Renee Golder	Council Member, Santa Cruz	Monterey Bay Division
Alexander Hamilton	Fire Chief, Oxnard	Fire Chiefs Department
Alma Hernandez	Mayor, Suisun City	North Bay Division
Randi Johl	Legislative Director/City Clerk, Temecula	City Clerks Department
Ellen Kamei	Mayor, Mountain View	Peninsula Division
Lisa Kaplan	Council Member, Sacramento	At-Large
Jim Lewis	City Manager, Atascadero	At-Large
César Macias	Manager, State and Federal Affairs, Oakland	Large City Representative
Jeffrey Maloney	Council Member, Alhambra	API Caucus
Caitly Maple	Council Member, Sacramento	Large City Representative
Ray Marquez	Council Member, Chino Hills	At-Large
Yvonne Martinez Beltran	Council Member, Morgan Hill	At-Large
Rudy Mendoza	Mayor, Woodlake	At-Large
John Minto	Mayor, Santee	San Diego County Division
Eric Nelson	Planning Commissioner, Dana Point	Planning and Community Dev. Department
Ida Obeso-Martinez	Mayor Pro Tem, Imperial	Imperial County Division
Ian Oglesby	Mayor, Seaside	African American Caucus
Daniel Parra	Council Member, Fowler	South San Joaquin Valley Division
Jaime Patino	Council Member, Union City	At-Large
Karen Pinkos	City Manager, El Cerrito	City Managers Department
Randall Putz	Council Member, Big Bear Lake	Desert Mountain Division
Roberta Raper	Dir. of Finance & Technology, West Sacramento	Fiscal Officers Department
Rex Richardson	Mayor, Long Beach	Large City
David Sander	Council Member, Rancho Cordova	NLC
Cindy Silva	Council Member, Walnut Creek	At-Large
Jeff Smith	Police Chief, Pismo Beach	Police Chiefs Department
Scott Smith	Public Works Director, Fountain Valley	Public Works Department
Erica A. Stewart	Mayor, San Luis Obispo	Channel Counties Division
Ali Sajjad Taj	Mayor, Artesia	At-Large
John Taylor	Council Member, San Juan Capistrano	Orange County Division
Kuldip Thusu	Council Member, Dinuba	Mayors and Council Members Department
Michael Vargas	Mayor, Perris	Riverside County Division
Tyler Williamson	Mayor, Monterey	LGBTQ Caucus

**Board of Directors  
Schedule of Events**

**December 5, 2025  
Rancho Mirage, CA**

Location:

Westin Rancho Mirage  
71333 Dinah Shore Dr., Rancho Mirage, CA 92270

**Friday, December 5**

7:30 – 8:15 a.m.	Networking Breakfast	Oasis Courtyard
8:30 a.m. – 12:30 p.m.	Board of Directors Meeting	Oasis Ballroom
12:30 p.m.	Board Meeting Adjourns	

## **Board of Directors Future Meeting Dates**

### **2026**

February 19-20	Board of Directors Meeting Residence Inn Berkeley Berkeley, CA
April 22-24 April 24-25	City Leaders Summit and Board of Directors Meeting SAFE Credit Union Convention Center Sacramento, CA
July 16-17	Board of Directors Meeting Sonesta Redondo Beach Redondo Beach, CA
September 23-25 September 24	Annual Conference and Expo and Board of Directors Meeting Anaheim, CA
December 2-4	League Leaders Workshop and Board of Directors Meeting The Westin San Diego Bayview San Diego, CA

**December 5, 2025**

**Welcome to Board Members**

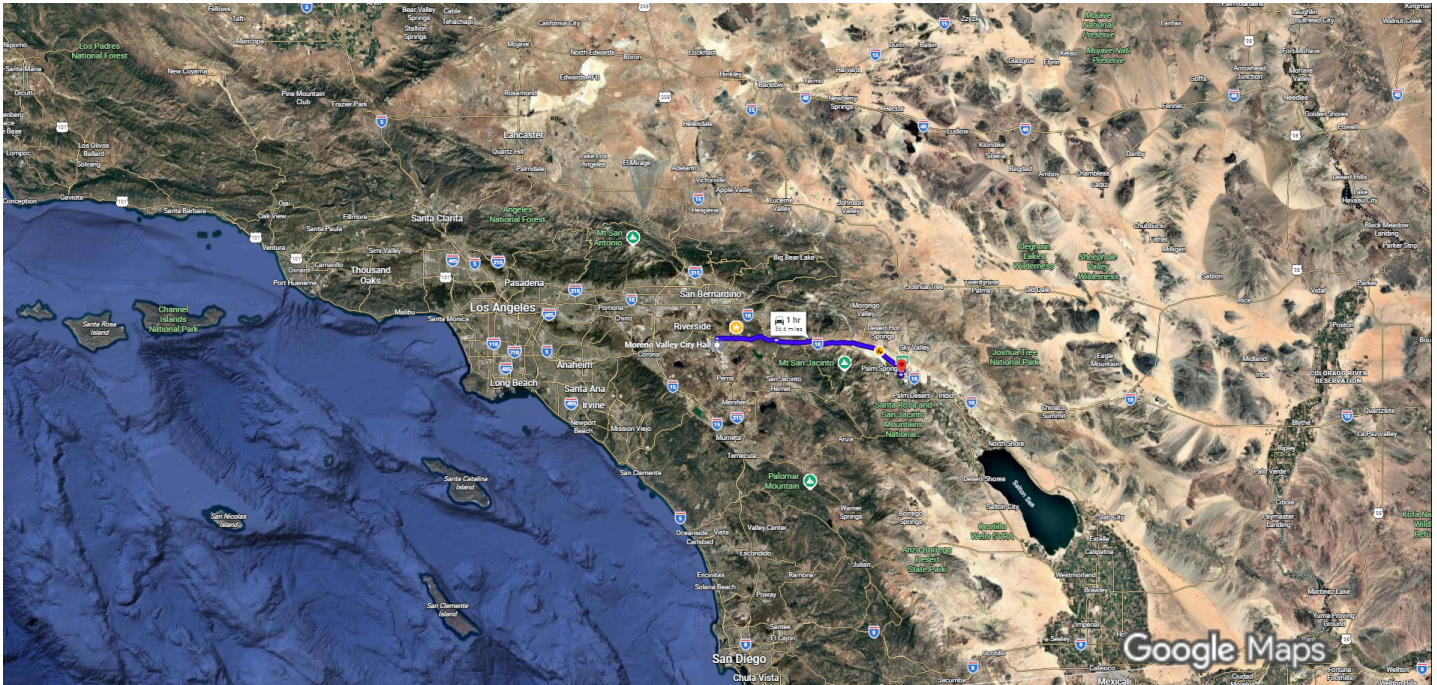
<b>JAN ARBUCKLE</b> Council Member, Grass Valley	At-Large
<b>DAN ARRIOLA</b> Mayor, Tracy	At-Large
<b>ERIC DANLY</b> City Attorney, Petaluma	City Attorneys Department
<b>BEA DIERINGER</b> Mayor Pro Tem, Rolling Hills	Women's Caucus
<b>LISA KAPLAN</b> Council Member, Sacramento	At-Large
<b>JIM LEWIS</b> City Manager, Atascadero	At-Large
<b>DAN PARRA</b> Council Member, Fowler	South San Joaquin Valley Division
<b>KAREN PINKOS</b> City Manager, El Cerrito	City Managers Department
<b>SCOTT SMITH</b> Director of Public Works, Fountain Valley	Public Works Department
<b>KULDIP THUSU</b> Council Member, Dinuba	Mayors and Council Members Department
<b>MICHAEL VARGAS</b> Mayor, Perris	Riverside County Division

**Farewell to Board Members**

<b>KAREN COMSTOCK</b> Council Member, Chino	Inland Empire Division
<b>RENE GUERRERO</b> Assistant Director of Public Works, Ontario	Public Works Department



Moreno Valley City Hall, 14177 Frederick St, Drive 56.6 miles, 1 hr  
 Moreno Valley, CA 92553 to The Westin Rancho Mirage Golf Resort & Spa, 71333 Dinah Shore Dr, Rancho Mirage, CA 92270



Imagery ©2026 NASA, Map data ©2026 Google, INEGI 10 mi

**Moreno Valley City Hall**  
 14177 Frederick St, Moreno Valley, CA 92553

**Get on I-10 E in Beaumont from CA-60 E/State Rte 60 E/Moreno Valley Fwy**


- 22 min (18.1 mi)
- 243 ft
- 295 ft
- 1.8 mi
- 236 ft
- 16.0 mi
- 0.2 mi

Follow I-10 E to Bob Hope Dr. Take exit 130 from I-10 E

31 min (36.1 mi)

 7. Merge onto I-10 E


35.7 mi

 8. Take exit 130 for Bob Hope Dr


0.3 mi

Take Ramon Rd and Los Alamos Rd to your destination in Rancho Mirage


6 min (2.4 mi)

 9. Use the right lane to turn right onto Bob Hope Dr


0.2 mi

 10. Turn right at the 1st cross street onto Ramon Rd


0.7 mi


 11. Turn left onto Los Alamos Rd

1.0 mi

 12. Turn left onto Dinah Shore Dr

0.3 mi

 13. Turn right

 Restricted usage road

 Destination will be on the right

0.1 mi

The Westin Rancho Mirage Golf Resort & Spa

71333 Dinah Shore Dr Rancho Mirage CA 92270