



City Council Agenda Report

Meeting Date: March 25, 2025
Prepared By: Anthony Carnesecca
Approved By: Gabe Engeland

Subject: Los Altos Legislative Body Travel Request

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

FISCAL IMPACT

This item is not earmarked in the FY24-25 adopted legislative bodies travel and meeting budget (1110-5180), however, the City will cover the \$549.96 estimated cost with City Manager contingency fund upon approval.

ENVIRONMENTAL REVIEW

Not applicable

POLICY QUESTION

- Does the City Council wish to approve the attached travel request for Councilmember Fligor attend the League of California Cities Revenue and Taxation Policy Committee Meeting in Burbank, CA as Vice Chair on March 27, 2025?

BACKGROUND

City Council approved the Legislative Body Travel Policy which provides guidelines for the authorization and administration of public funds for travel expenses and reimbursements for official City business as they apply to members of legislative bodies, including the Council and Commissions.

This process requires the submission of a completed Legislative Body Travel Pre-Authorization Form for review and approval by the City Council.

DISCUSSION/ANALYSIS

Councilmember Fligor was appointed as Vice Chair of the League of California Cities Revenue and Taxation Policy Committee. The Revenue and Taxation Policy Committee reviews issues

related to finance administration, taxation reform, revenue needs, and revenue sources at the federal, state, and local levels.

ATTACHMENTS

1. Completed Legislative Body Travel Pre-Authorization Form
2. City of Los Altos Policy – Training and Travel Expense Policy for Members of Legislative Body