



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Authorize and Approve Travel for Councilmember Anthony Phan and Interim City Manager Steve McHarris.
Category:	Consent Calendar-Leadership and Support Services
Meeting Date:	2/18/2020
Staff Contact:	Steve McHarris, 408-586-3059
Recommendations:	<ol style="list-style-type: none"> 1. Authorize and Approve Travel for Councilmember Anthony Phan, and Interim City Manager Steve McHarris to attend the Local Government Commission 2020 <i>Yosemite Policymakers Conference: Building Livable Communities</i> in Yosemite National Park, California Scheduled on March 5 – 8, 2020, for a total combined estimated amount up to \$3,500. 2. Authorize and Approve Travel for Interim City Manager Steve McHarris to attend the International Council of Shopping Centers <i>Annual Conference & Deal Making</i> in Monterey, California Scheduled on March 10, 2020, for a total amount of \$95.

Background:

The Local Government Commission holds its Yosemite Policymakers conference each March in Yosemite, California. This popular conference is scheduled for March 5 – 8, 2020. The Councilmember and Interim City Manager’s attendance at this conference will provide them and other California’s policymakers with tools and innovative solutions to address community needs. This year’s conference will be no different with its focus on Building Livable Communities. The preliminary agenda is attached to this report.

The International Council of Shopping Centers holds its various events in a different city nationwide. One of the events will take place on March 10 – 11, 2020 in Monterey, California. Attendees will discover the industry innovations reshaping the Northern California retail and real estate industries. The preliminary agenda of events is attached to this report.

Analysis: The City of Milpitas Travel and Expense Policy requires all travel for the elected officials and City Manager be approved by City Council. Council approval of this request will allow Councilmember Phan and Interim City Manager McHarris to garner additional knowledge from other city’s elected officials to share with their colleagues. Continued participation and attendance in regional conferences and events is a way to ensure that the Milpitas community is fully represented at the regional, state, and national levels.

Policy Alternatives: Not applicable

Fiscal Impact:

The estimated expenses for the Yosemite conference in Yosemite, including the registration fee, are \$1,750 for each attendee. The Monterey event expense is \$95 for registration.

To date, Councilmember Phan has a remaining balance of \$4,028 in his Individual Elected Official allocation of \$5,000 for Conferences/Meetings/Memberships to cover the travel expenses related to the Yosemite conference. Sufficient funds are in the City Manager’s Office for Conferences/Meetings/Memberships to cover the Interim City Manager’s travel expenses for both events.

California Environmental Quality Act: Not applicable

Recommendations:

1. Authorize and Approve Travel for Councilmember Anthony Phan, and Interim City Manager Steve McHarris to attend the Local Government Commission *2020 Yosemite Policymakers Conference: Building Livable Communities* in Yosemite National Park, California, scheduled on March 5 – 8, 2020, for a total combined estimated amount up to \$3,500.
2. Authorize and Approve Travel for Interim City Manager Steve McHarris to attend the International Council of Shopping Centers *Annual Conference & Deal Making* in Monterey, California Scheduled on March 10, 2020, for a total amount of \$95.

Attachments:

Draft conference agenda for Yosemite Policymakers

Draft conference agenda for ICSC Monterey

Council budget tracking