



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Authorize and Approve Travel for Vice Mayor Bob Nuñez, Councilmember Carmen Montano, and Interim City Manager Steve McHarris.
Category:	Consent Calendar-Leadership and Support Services
Meeting Date:	1/21/2020
Staff Contact:	Steve McHarris, 408-586-3059
Recommendations:	<ol style="list-style-type: none"> 1. Authorize and Approve Travel for Vice Mayor Bob Nuñez, Councilmember Carmen Montano, and Interim City Manager Steve McHarris to attend the League of California Cities <i>New Mayors & Council Members Academy</i> in Sacramento, California Scheduled on January 22 – 24, 2020, for a total combined estimated amount of \$5,800. 2. Authorize and Approve Travel for Interim City Manager Steve McHarris to attend the League of California Cities <i>City Managers Conference</i> in Napa, California Scheduled on February 5 – 7, 2020, for a total estimated amount up to \$1,500.

Background:

The League of California Cities holds its New Mayors and Council Members Academy each January in Sacramento, California. This highly attended annual academy is scheduled for January 22 – 24, 2020. The Vice Mayor, Councilmember and Interim City Manager’s attendance at the New Mayors and Council Members Academy will allow them to engage with other elected and city officials. During this conference, attendees will have a chance to attend state-mandated trainings and will learn about a wide range of topics, such as land use planning, communications and civic engagement, and current and trending issues in legislature. The preliminary agenda is attached to this report.

The League of California Cities holds its City Manager Conference each February in a different California city. This highly attended annual conference will take place on January 22 – 24, 2020 in Napa, California. Most of the state’s 482 cities are represented in the league and a wide range of educational sessions with topics such as housing, homelessness, rural economy, California pension, wireless communication, sustainability, and governance will be covered. The preliminary agenda is attached to this report.

Analysis: The City of Milpitas Travel and Expense Policy requires all travels for the elected officials and City Manager be approved by City Council. Council approval of this request will allow Vice Mayor Bob Nuñez, Councilmember Montano, 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 league conferences is also a way to ensure that the Milpitas community is fully represented at the regional and state levels.

Fiscal Impact:

The estimated expenses for the League of California Cities conference in Sacramento, including the registration fee, are \$1,800 for each attendee. To date, Vice Mayor Nuñez has a remaining balance of \$4,300; while Councilmember Montano has a remaining balance of \$3,800. Sufficient funds are available in the Individual Elected Official allocation of \$5,000 for Conferences / Meetings / Memberships to cover Vice Mayor Nuñez and Councilmember Montano’s travel expenses.

The Sacramento conference estimated expenses, including the registration fee, are \$1,800; while the Napa conference expenses, including the registration fee, is estimated to be up to \$1,500. Sufficient funds are available in the City Manager's Office for Conferences/Meetings/Memberships to cover Interim City Manager's travel expenses.

California Environmental Quality Act: Not applicable

Recommendations:

1. Authorize and Approve Travel for Vice Mayor Bob Nuñez, Councilmember Carmen Montano, and Interim City Manager Steve McHarris to attend the League of California Cities *New Mayors & Council Members Academy* in Sacramento, California Scheduled on January 22 – 24, 2020, for a total combined estimated amount of \$5,800.
2. Authorize and Approve Travel for Interim City Manager Steve McHarris to attend the League of California Cities *City Managers Conference* in Napa, California Scheduled on February 5 – 7, 2020, for a total estimated amount up to \$1,500.

Attachments:

Draft conference agenda for New Mayors and Council Members Academy
Draft conference agenda for City Managers Conference
Council budget tracking