



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Authorize and Approve Travel to Monterey, CA for City Manager Steve McHarris to Attend the League of California Cities City Managers Annual Conference scheduled for February 2 – 4, 2022
Category:	Consent Calendar-Leadership and Support Services
Meeting Date:	1/18/2022
Staff Contact:	Ashwini Kantak, Assistant City Manager, 408-586-3053
<u>Recommendation:</u>	Authorize and Approve Travel to Monterey, CA for City Manager Steve McHarris to Attend the League of California Cities City Managers Conference scheduled for February 2 – 4, 2022, for an estimated not-to-exceed amount of \$2,000 budgeted under Conferences/Trainings allocation for the City Manager's Office.

Background:

The League of California Cities holds its City Managers Conference each year in select California city. This popular conference is scheduled for February 2 - 4, 2022, and is designed for city managers and assistant city managers. This conference provides city officials with the essential information and updates needed to effectively run their cities. It affords the City Manager the rare opportunity to connect and openly exchange ideas with other city officials.

The in-person attendance will be contingent on the public health safety guidance in effect at the time of the conference. The preliminary program is included in 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 City Manager McHarris to exchange ideas with city officials from other cities and to bring back information from other cities to share with his Executive Leadership Team.

Policy Alternative:

Not applicable

Fiscal Impact:

The estimated expenses for the conference in Monterey are \$1,700 (registration, and hotel).

To date, the City Manager's Office allocation of \$14,000 for Conferences / Trainings has been sparsely used due to the webinar platform of past conferences because of health and safety reasons brought about by the pandemic. Various agencies have just recently started to offer full in-person conferences.

California Environmental Quality Act:

By the definition provided in the California Environmental Quality Act (CEQA) Guidelines Section 15378, this action does not qualify as a "project" for the purpose of CEQA.

Recommendation:

Authorize and Approve travel to Monterey, CA for City Manager Steve McHarris to attend the League of California Cities City Managers Conference scheduled for February 2 – 4, 2022, for an estimated not-to-exceed amount of \$2,000 budgeted under Conferences/Trainings allocation for the City Manager's Office.

Attachment:

1. Draft 2022 City Managers Conference Schedule