



# CITY OF SAN MATEO

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## Administrative Report

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Agenda Number: 14., Status: Passed

File ID: 2019-054

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**TO:** City Council

**FROM:** Drew Corbett, City Manager

**PREPARED BY:** City Clerk's Office

**MEETING DATE:** Monday, January 07, 2019

**SUBJECT:**  
City Council Member Committee Service Travel Expenses - Approval

### RECOMMENDATION

Authorize affiliated travel expenses for Council Member Rick Bonilla's appointment and service on the League of California Cities policy committee on Governance, Transparency & Labor Relations for the 2019 calendar year, estimated at approximately \$1,000 in total.

### BACKGROUND

On December 5, 2018, the League of California Cities ("League") President, Jan Arbuckle, appointed Council Member Rick Bonilla to a League policy committee on Governance, Transparency & Labor Relations for the 2019 calendar year. This appointment requires a minimum of three meetings, two in Sacramento and one in Costa Mesa (Attachment 2). The League requires cities to pay for affiliated travel costs for a member to serve on a policy committee.

The City Council Guidelines (Chapter 8 - Financial Matters) state that any appointment expected to cost the City over \$100 annually needs to be approved by Council.

### BUDGET IMPACT

Associated travel costs for three or more meetings during the year are estimated at about \$1,000, and the City Council budget has sufficient funds to cover these travel expenses. Note that attendance at the annual League conference is already included in the Council budget.

### ENVIRONMENTAL DETERMINATION

In accordance with CEQA Guidelines Section 15378(b)(5), this project is categorically exempt from CEQA because it is an administrative activity that will not impact the environment.

### NOTICE PROVIDED

All meeting noticing requirements were met.

### ATTACHMENTS

Att 1 - League of California Cities appointment notification  
Att 2 - 2019 League Policy Committee Schedule

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