

**December 10, 2019**

**TO: HONORABLE MAYOR AND COUNCIL MEMBER**  
**FROM: CITY MANAGER**  
**SUBJECT: REQUEST TO AUTHORIZE TRAVEL FOR ELECTED OFFICIALS**

**Recommendation:** Authorize travel to attend the League of California Cities – 2020 New Mayors & Council Members Academy

**Authorization For:** Councilmembers – M. Chamber, I. Galvan and T. McCoy

**Location:** Sacramento, CA

**Meeting Date:** January 22-24, 2020

**Approximate Cost:** Registration: \$625 (Per attendee)  
Hotel: \$193 per night (plus taxes and fees)  
Transportation (Airline Ticket): \$175.97 (Per person)  
Per Diem: Receipts required (Not to exceed \$75 per day)

**Source of Funds:** General Fund

**Purpose:** The purpose of attending the League of California Cities – 2020 New Mayors & Council Members Academy is to learn and discuss issues that are impacting our city.

**CRAIG J. CORNWELL**  
**CITY MANAGER**