

## **ITEMS FOR CONSIDERATION**

**CITY COUNCIL**  
**April 23, 2002**

To: Mayor and City Council

From: George J. Rodericks, City Manager

**SUBJECT: REIMBURSEMENT FOR CITY COUNCIL TRAVEL**

### **BACKGROUND**

Attached is the City's current policy on payment and reimbursement for travel and meetings expense. The policy conforms to Government Code Section 24514.5 that reads, "City Councilmember may be reimbursed for actual and necessary expenses incurred in the performance of official duties."

### **FINDINGS**

On March 19<sup>th</sup>, 2002 the City Council adopted Resolution No. 2002-2589 in support of the "Reasonable Airport, Park and Nature Preserve Initiative." During the first week of April, Councilmember McGowan attended several meetings in Washington D.C. in support of the proposed Initiative. This travel was not directed by the City Council and was not approved in advance. However, Councilmember McGowan has requested that the City Council consider reimbursement of a portion of the travel expenses.

The City policy states that Conference/meetings requiring hotel accommodations and associated meals shall be attended at City expense only with prior specific approval of the City Council unless already specifically provided for in the detailed sections of the approved Budget. Reimbursement shall only be for those necessary and actual expenses incurred during the performance of official duties.

### **RECOMMENDATION**

Review and Discuss.