TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER DEPARTMENT: City Manager’s Office

DATE: February 20, 2007 CMR: 153:07

SUBJECT: RECOMMENDATION TO ALLOCATE $5000 FROM THE COUNCIL CONTINGENCY TO THE COUNCIL TRAVEL BUDGET

RECOMMENDATION
Staff recommends that the City Council allocate $5000 from the Council Contingency to augment the Council travel budget.

BACKGROUND
As part of Council Comments at the February 5 Council meeting, Council Member Mossar raised the issue of the adequacy of the Council’s travel budget given its commitments to regional involvement. The Council’s recent selection of the climate change crisis as a top Council priority was also cited as part of the need to re-examine the adequacy of funding for Council travel.

DISCUSSION
Staff recommends that the Council allocate $5000 from its Contingency for the remainder of FY 2006-07 to its travel budget. As it reviews the 2007-09 Budget, the Council can determine whether it wishes to make any permanent adjustment to this account.

RESOURCE IMPACT
There is $13,000 in the Council travel budget for 2006-07. Approximately $6,000 is left in the budget. There is $6500 in requests for use of the budget at this time, including those brought to the attention of the Council by Council Member Mossar.

PREPARED BY ____________________________
Emily Harrison, Assistant City Manager

CITY MANAGER APPROVAL ____________________________
Frank Benest, City Manager