

ITEM 5.3

CITY MANAGER'S REPORT JANUARY 8, 2024 CITY COUNCIL REGULAR MEETING

ITEM: APPROVE OUT OF STATE TRAVEL FOR THE 2024 NATIONAL LEAGUE OF CITIES CONGRESSIONAL CITY CONFERENCE

RECOMMENDATION: Adopt Resolution Authorizing Out of State Travel for the 2024 National League of Cities Congressional City Conference to Washington D.C., from March 9 - 13, 2024, and Approval of Related Budget Amendment

BACKGROUND:

The National League of Cities (NLC) is an organization comprised of City, Town and Village leaders focused on improving the quality of life for their current and future constituents. The NLC has 100 years of experience in providing educational and resource programs dedicated to the development of local governments and their leaders. The NLC has members and supporters throughout 2,700 cities across the nation. Their mission is to advocate for, and protect the interests of, cities, towns and villages by influencing federal policy, strengthening local leadership and driving innovative solutions. In order to expand educational training opportunities and take advantage of the legislative support services provided by the National League of Cities, the City of Lathrop became a member city in 2021.

The National League of Cities will be hosting their 2024 Congressional City Conference, March 11th through the 13th, with Executive Education Preconference Activities March 9th through the 10th, in Washington, D.C. This would be the City's first time participating in a National League of Cities Congressional City Conference. Since, City policy requires Council approval for all out of state travel, staff requests approval of the attached resolution authorizing travel Council Members to attend the National League of Cities 2024 Congressional City Conference. The cost per Council Member is approximately \$5,400, which includes conference registration, hotel, airfare, transportation and meals (not provided by the conference). Therefore, the City Council training and travel fund for Fiscal Year (FY) 23-24 will require a budget amendment depending on the selected option.

Options Include		Cost & Budget Amendment
1.	Send 3 Council Members	Approx. \$16,200
2.	Send 2 Council Members	Approx. \$10,800
3.	Send 1 Council Member	Approx. \$5,400

Due to the various concurrent education sessions available during the conference, staff recommends sending two (2) Council Members to attend this educational event. However, if three or more Council Members attend the conference, we will not have a quorum for the Regular City Council Meeting of March 11, 2024.

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NATIONAL LEAGUE OF CITIES 2024 CONGRESSIONAL CITY CONFERENCE
AND APPROVAL OF BUDGET RELATED AMENDMENT

Should the City Council elected to send three or more Council Members, staff will also request that the City Council designate a Special Meeting date to replace the Regular Meeting of March 11, 2024.

REASON FOR RECOMMENDATION:

Councilmember participation allows the opportunity to learn about protecting the interests of our municipality, the federal policy and lawmaking process, strengthening local leadership and driving innovative solutions.

FISCAL IMPACT:

Depending on tonight’s decision by Council, a budget amendment will be required from the General Fund to the City Council Training and Travel Account (Fund 1010-11-10-435-20-00) for FY 23-24, for participation in the National League of Cities 2024 Congressional City Conference. The cost per Council Member is approximately \$5,400, which includes registration, hotel, airfare, transportation and meals (not provided by the conference).

Options Include		Cost & Budget Amendment
1.	Send 3 Council Members	Approx. \$16,200
2.	Send 2 Council Members	Approx. \$10,800
3.	Send 1 Council Member	Approx. \$5,400

ATTACHMENTS:

- A. Resolution Approving Out of State Travel to the 2024 National League of Cities Congressional City Conference to Washington, D.C. from March 9-13, 2024.
- B. 2024 National League of Cities Congressional City Conference to Washington, D.C. Registration Information.

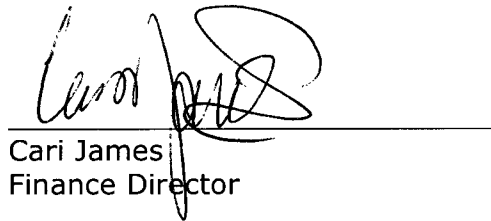
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JANUARY 8, 2024 CITY COUNCIL REGULAR MEETING
NATIONAL LEAGUE OF CITIES 2024 CONGRESSIONAL CITY CONFERENCE
AND APPROVAL OF BUDGET RELATED AMENDMENT

APPROVALS:



Teresa Vargas
Government Services Director &
City Clerk

1/3/24
Date



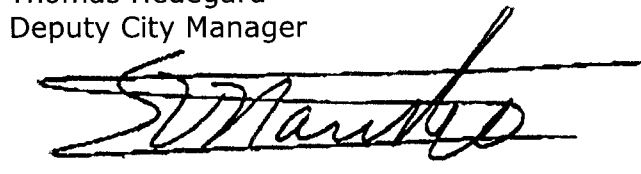
Cari James
Finance Director

1/3/2024
Date



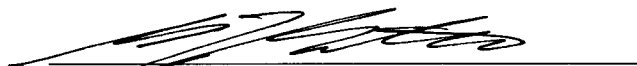
Thomas Hedegard
Deputy City Manager

1/3/2024
Date



Salvador Navarrete
City Attorney

1/3/2024
Date



Stephen J. Salvatore
City Manager

1/3/24
Date

RESOLUTION NO. 24-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LATHROP
AUTHORIZING OUT OF STATE TRAVEL FOR THE NATIONAL LEAGUE OF
CITIES CONGRESSIONAL CITY TRIP TO WASHINGTON, D.C. FROM MARCH 9-
13, 2024, AND APPROVING RELATED BUDGET AMENDMENT**

WHEREAS, the National League of Cities (NLC) is an organization comprised of city, town and village leaders focused on improving the quality of life for their current and future constituents; and

WHEREAS, the NLC's mission is to advocate for, and protect the interests of, cities, towns and villages by influencing federal policy, strengthening local leadership and driving innovative solutions; and

WHEREAS, in order to expand educational training opportunities and take advantage of the legislative support services provided by the National League of Cities, the City of Lathrop became a member city in 2021; and

WHEREAS, the NLC will be hosting their 2024 Congressional City Conference, March 11th through the 13th, with Executive Education Preconference Activities March 9th through the 10th, in Washington, D.C.; and

WHEREAS, this would be the City's first time participating in the National League of Cities Congressional City conference; and

WHEREAS, since City policy requires Council approval for all out of state travel, staff requests approval of this resolution authorizing travel for Council members to attend the National League of Cities 2024 Congressional City Conference; and

WHEREAS, depending on tonight's decision by Council, a budget amendment will be required from the General Fund to the City Council Training and Travel Account (Fund 1010-11-10-435-20-00) for FY 23-24, for participation in the National League of Cities 2024 Congressional City Conference; and

WHEREAS, the cost per Council Member is approximately \$5,400, which includes registration, hotel, airfare, transportation and meals (not provided by the conference); and

WHEREAS, the following options were considered by Council:

Options Include		Cost & Budget Amendment
1.	Send 3 Council Members	Approx. \$16,200
2.	Send 2 Council Members	Approx. \$10,800
3.	Send 1 Council Member	Approx. \$5,400

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Lathrop hereby approves option #___ for out of state travel for Council Members to attend the National League of Cities 2024 Congressional City Conference, in Washington, D.C.; and

BE IT FURTHER RESOLVED, that the City Council of the City of Lathrop approve the corresponding budget amendment based on the selected option, from the General Fund to the City Council training and travel budget account for FY 23-24:

Options Include		Budget Amendment	Fund Account
1.	Send 3 Council Members	Approx. \$16,200	1010-11-10-435-20-00
2.	Send 2 Council Members	Approx. \$10,800	
3.	Send 1 Council Member	Approx. \$5,400	

The foregoing resolution was passed and adopted this 8th day of January 2024, by the following vote of the City Council, to wit:

AYES:

NOES:

ABSENT:

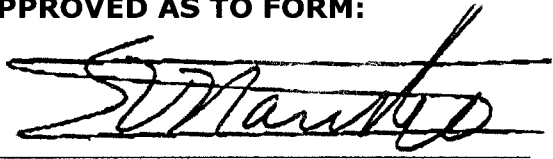
ABSTAIN:

Sonny Dhaliwal, Mayor

ATTEST:

Teresa Vargas, City Clerk

APPROVED AS TO FORM:



Salvador Navarrete, City Attorney

Rates - NLC Congressional City Conference



Registration Rates & Details

The Conference Made for Leaders Like You!

Gain the tools you need to tackle the new federal resources coming to local communities. Connect 1:1 with your peers and other attendees.

Ways to Register

Online

Registering online is the quickest way to secure your registration and housing!

Phone

Toll-Free:

(864) 208-2901

International:

(747) 226-7785

For questions about registration contact Maritz Global Events at: nlc@maritz.com. For all other conference-related questions reach out to conferences@nlc.org.

Individual Rates for 2024

Registration Type	NLC Member	SML Member	Non-Member	SLL	Board of Directors	Advisory Council
CITY SUMMIT DISCOUNT*		\$645	\$685	\$570	\$570	\$570
November 18th, 2023 – January 1, 2024	\$570					
EARLY BIRD		\$780	\$810	–	–	–
November 18th – Feb 19th, 2024	\$680					
ADVANCE RATE		\$905	\$1,010	–	–	–
Feb. 20th – Mar. 8th, 2024	\$805					
ONSITE RATE		\$1,005	\$1,010	–	–	–
March 9th – 13th, 2024	\$905					

Registration Type	CITY SUMMIT DISCOUNT* November 18th, 2023 – January 1, 2024	EARLY BIRD November 18th – Feb 19th, 2024	ADVANCE RATE Feb. 20th – Mar. 8th, 2024	ONSITE RATE March 9th – 13th, 2024
NLC Member	\$570	\$680	\$805	\$905
SML Member	\$645	\$780	\$905	\$1,005
Non-Member	\$685	\$810	\$1,010	\$1,010
SLL	\$570	–	–	–
Board of Directors	\$570	–	–	–
Advisory Council	\$570	–	–	–

*You must have your City Summit badge ID number to take advantage of this discount.

Registering 5 or more people? [Click here](#) to learn more about our group rates.

Special Attendee Conference Rates

You may be able to attend the Congressional City Conference if you are considered a special attendee:

First Time Attendee Youth Delegate/Youth Chaperone	University Student Guest/Spouse
\$545	\$205
First Time Attendee	\$545
	\$235
	\$150

Youth Delegate/Youth Chaperone	\$205
University Student	\$235
Guest/Spouse	\$150

Conference Add-Ons

These are add-ons to the Congressional City Conference registration; they cannot be purchased alone.

Executive Education

March 10

NLCU Executive Education offerings will be available soon.

Sign up for updates!

Hill Day

March 13

Free with registration

Hill Day is exclusive to Congressional City Conference attendees who are elected officials, city staff or State Municipal League staff.

Questions? Contact us at advocacy@nlc.org.

Group Registrations

With so many sessions, seminars, meetings, networking events and other opportunities, it is nearly impossible to take in all the conference has to offer just on your own. Consider attending with a group from your city to cover all areas and get the best return on your conference experience for your city.

Groups of **five** or more will receive a complimentary sixth registration, provided the registrations are paid in full. To receive the group incentive, all individuals must register at the same time. **After Group Registration is completed, each team member will receive a confirmation.**

PLEASE NOTE:

- *All registrations must be completed at once to qualify for the discount. City officials and staff must be from the same city.*
- *The group incentive does not apply to Youth Delegate or Youth Chaperone registration.*

Press Registrations

Members of the media with proper credentials must register for the conference (complimentary) at the Media Registration Desk in the Conference Registration area. Most conference activities are open to the media, but some sessions will be private or closed to the media. Please contact media@nlc.org for additional support.

Additional Details

Why Attend - NLC Congressional City Conference

The National League of Cities Congressional City Conference is where the local leader voice takes center stage. Connect with federal officials, learn about funding opportunities available to cities, towns and villages, and add your voice to NLC's federal municipal policy.

Here are three reasons to reserve your spot at Congressional City Conference today:

- Raise your voice as a national advocate for local priorities as part of Hill Day.
- Meet with federal officials and other experts during our Federal Agency Office Hours.
- Hear from and learn from policy experts, Administration officials and other local leaders.

2,000 +

local leaders and advocates
to learn from

7

policy committees to learn from and connect with other local leaders

3

days of intense policy and program workshops

1

day dedicated to advocacy and meeting members of congress

Making the Case

Need to convince your supervisor that you should attend Congressional City Conference? Here are five tips to help you make your case. Don't forget to download the conference justification letter.

Make Your Case in 5 Easy Steps

Need to convince your supervisor that you should attend Congressional City Conference? Here are five tips to help you make your case. Don't forget to download the conference justification letter.

1. **Boost Your Skills:** Attending the Congressional City Conference will boost your skills in this fast-changing world. Local government is on the front lines and must remain ready to respond.
2. **Impact Day-to-Day Work:** Provide examples of how your experience will positively impact your day-to-day work. For example, the up-close meeting with federal officials gives you an insider's view on programs that are available to your municipality.
3. **Make Connections:** Flag the connections you will make – with more than 2,000 attendees, there are countless ways to establish connections.
4. **Cost-savings:** Let your municipality know you're committed to finding cost savings.
5. **Make your Case:** Use our [Justification Letter Template](#) to help your municipality understand why the Congressional City Conference is a valuable investment for your community.

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