



# Memorandum

**TO:** CITY COUNCIL

**FROM:** Toni Taber, CMC  
City Clerk

**SUBJECT: MAYOR/COUNCIL TRAVEL  
BUDGET**

**DATE:** 2/28/2024

Per Council Travel Policy 9-5, “For proposals requesting funding from the Mayor/Council Travel Budget, the City Clerk’s Office will submit a statement with the travel request showing how much uncommitted funds remain in the Mayor/Council Travel Budget and how much year-to-date each trip has cost.”

Description	Balance
Mayor Council Travel Budget (FY 2023-24)	\$10,000.00
Councilmember Cohen travel to League of California Cities Board of Directors Meeting in Newport Beach, CA (July 13-14, 2023)	\$500.00
Councilmember Cohen travel to League of California Cities Annual Conference and Expo in Sacramento, CA (September 20-22, 2023)	\$1,398.97
Councilmember Cohen travel to League of California Cities Board of Directors Meeting in Carlsbad, CA (November 30, 2023 – December 1, 2023)	\$405.52
Mayor Mahan travel to United States Conference of Mayors Annual Winter Meeting in Washington DC (January 16, 2024 – January 19, 2024)	\$4,100.00
Mayor Mahan travel to San Jose Chamber of Commerce’s Annual Study in Los Angeles, CA (April 23, 2024 – April 26, 2024)	<b>\$3,595.51</b>
<b>Remaining Balance for FY 2023-24</b>	<b>\$ 0.00</b>