

## NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special Meeting of the **Tracy City Council** is hereby called for:

**Date/Time:** **Wednesday, December 21, 2022, 6:30 p.m.**  
(or as soon thereafter as possible)

**Location:** **Tracy City Hall**  
**333 Civic Center Plaza, Tracy, CA.**

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Tracy City Council on any item, before or during consideration of the item, however no action shall be taken on any item not on the agenda.

***This meeting will be open to the public for in-person and remote participation pursuant to Government Code Section 54953(e)***

***The City of Tracy remains under a local emergency for COVID-19 and is now conducting teleconference meetings pursuant to State Law. Teleconferenced locations may include various locations including Tracy City Hall. In accordance with the California Department of Public Health Guidelines, universal masking is recommended for all persons regardless of vaccination status and social distancing protocols will be in place for Tracy City Hall.***

### **For Remote Public Comment:**

*During the Items from the Audience, public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:*

- *Comments via:*
  - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number: 2555 549 9072** and **Event Password: TracyCC**
  - ***If you would like to participate in the public comment anonymously***, you may submit your comment via phone or in WebEx by typing “Anonymous” when prompted to provide a First and Last Name and inserting [Anonymous@example.com](mailto:Anonymous@example.com) when prompted to provide an email address.
  - **Join by phone by dialing +1-408-418-9388**, enter 25555499072#8722922# Press \*3 to raise the hand icon to speak on an item
  
- *Protocols for commenting via WebEx:*
  - *If you wish to comment under “Items from the Audience/Public Comment” portion of the agenda:*
    - *Listen for the Mayor to open “Items from the Audience/Public Comment”, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.*
    - *If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.*
  - *Comments for the “Items from the Audience/Public Comment” will be accepted until the public comment period is closed.*

CALL TO ORDER  
ROLL CALL

1. Items from the audience - *In accordance with Council Meeting Protocols and Rules of Procedure*, adopted by Resolution 2019-240, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, Council Members may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to Council.
2. REGULAR ITEMS
  - 2.A CITY COUNCIL DISCUSS A REQUEST FOR OUT-OF-STATE TRAVEL AND IF SUPPORTED, APPROVE BY MOTION, THE UPCOMING OUT-OF-STATE TRAVEL FOR CITY COUNCIL MEMBER(S) TO TRAVEL TO WASHINGTON DC FOR THE UNITED STATES CONFERENCE OF MAYORS 2023.
3. COUNCIL ITEMS AND COMMENTS
4. ADJOURNMENT



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Mayor

**Posting Date: December 20, 2022**

The City of Tracy is in compliance with the Americans with Disabilities Act and will make all reasonable accommodations for the disabled to participate in employment, programs and facilities. Persons requiring assistance or auxiliary aids in order to participate, should contact the City Manager's Office at (209) 831-6000 at least 24 hours prior to the meeting.

Agenda Item 2.A

RECOMMENDATION

**City Council discuss a request for out-of-state travel and if supported, approve by motion, the upcoming out-of-state travel for City Council Member(s) to travel to Washington DC for the United States Conference of Mayors 2023.**

EXECUTIVE SUMMARY

Per the City Council travel policy, “expenses for international and out-of-state travel, other than the annual ‘One-Voice’ trip to Washington D.C. coordinated through the San Joaquin County Council of Governments, require(s) prior City Council approval.” This agenda item provides an opportunity for Council to discuss the requested out-of-state travel for one more Council Member(s) to attend the United States Conference of Mayors in January 2023.

BACKGROUND AND LEGISLATIVE HISTORY

On December 14, 2022, Mayor Young requested out-of-state travel to attend the United States Conference of Mayors 2023. Her request was seconded by Council Member Arriola. The US Conference of Mayors is planned for January 17-20, 2023, in Washington DC. Per the City Council travel policy, “expenses for international and out-of-state travel, other than the annual ‘One-Voice’ trip to Washington D.C. coordinated through the San Joaquin County Council of Governments, require(s) prior City Council approval.” This agenda item provides an opportunity for Council to discuss the request for out-of-state travel and if travel is supported, provide direction to staff as to which Council Member(s) is to attend.

This particular conference was not anticipated prior to the December 14, 2022 Council meeting. Because there are no other regularly scheduled City Council meetings prior to the January conference, a special meeting was called to allow Council an opportunity to consider supporting Council Member(s) to attend this conference. Additionally, most of City Council’s planned/routine conferences and travel occurs in the last half of the fiscal year (January through June), and therefore there are sufficient funds to accommodate this request. Staff will be returning to Council in early 2023 to allow for Council discussion of future anticipated conference and out-of-state travel requests for the remainder of the fiscal year.

FISCAL IMPACT

The estimated cost for a Council Member to attend this conference is estimated at \$5,000 per person which includes conference fees, travel, meals, and lodging is approximately \$5000.

COORDINATION

The City of Tracy is an active participant in the San Joaquin Council of Government’s federal lobbying efforts.

STRATEGIC PLAN

This action addresses and contributes to Council's Strategic Priority of Governance, Goal No. 1 "Model Good Governness, Teamwork, and Transparency".

ACTION REQUESTED OF THE CITY COUNCIL

City Council discuss a request for out-of-state travel and if supported, approve by motion, the upcoming out-of-state travel for City Council Member(s) for travel to Washington DC for the United States Conference of Mayors 2023.

Prepared by: Karin Schnaider, Assistant City Manager

Midori Lichtwardt, Assistant City Manager

Reviewed by: Sara Cowell, Director of Finance

Approved by: Michael Rogers, City Manager