

## REPORT TO THE CITY COUNCIL

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**DATE:** December 3, 2013

**TITLE:** City Wide Travel/Training/Conference Moratorium

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### **RECOMMENDATION:**

**Adopt a Resolution of the City Council immediately imposing a City-wide travel, training and conference moratorium applicable to all Council Members, Commissioners, Department Directors, Managers and all City Staff, subject to limited exceptions.**

### **DISCUSSION**

In light of the City Council's recently declared Fiscal Emergency, Mayor-elect Adam Sanchez and Council Member Russel Betts have proposed an immediate City-wide moratorium on all travel, training and conferences. It is proposed that the moratorium remain in place for an indefinite period of time pending the resolution of the City's Fiscal Emergency situation and until such time the moratorium is formally lifted by the City Council.

The moratorium is proposed to apply to all Council Members, Commissioners, Department Directors, Managers and all City staff.

Exempted from the moratorium shall include the Interim City Manager and any travel directly related to the official routine and necessary business of the City such as, but not limited to, attending court proceedings or official meetings of Commissions, Boards or Committees upon which the official sits as an official representative of the City. All other travel shall be subject to the prior-approval of the City Council.

The City Council shall reserve the right to waive the application of the moratorium in any given instance upon written request which may only be considered for approval if placed on the open session portion of a City Council meeting agenda.

### **FISCAL IMPACT**

Unknown.

### **EXHIBIT(S)**

1. Resolution Adopting Immediate City Wide Travel/Training/Conference Moratorium