



# CITY OF LODI

## COUNCIL COMMUNICATION

**AGENDA TITLE:** Authorize An Increase Of \$3,000 To Council Member Hitchcock's Travel And Business Expense Account From The Contingency Fund For The Purpose Of Representing The City On Various Commissions, State Policy And National Committees

**MEETING DATE:** March 7, 2001

**PREPARED BY:** City Clerk

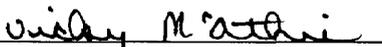
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**RECOMMENDED ACTION:** That the City Council concur with Council Member Hitchcock's request to authorize an increase of \$3,000 to her travel and business expense account from the contingency fund for the purpose of representing the City on various commissions, state policy and national committees.

**BACKGROUND INFORMATION:** Council Member Hitchcock requested in the attached letter that her travel and business expense account be increased to account for the many commissions, state policy and national committees on which she serves representing the City.

In estimating the expenses associated with each of the meetings on Council Member Hitchcock's letter, it is recommended that the account be increased by \$3,000, and is further recommended that the funds be transferred from the contingency fund into Council Member Hitchcock's travel and business expense account.

**FUNDING:** \$3,000 – Contingency Fund

  
Vicky McAthie, Finance Director

  
Susan J. Blackston  
City Clerk

SJB/jmp

**APPROVED:** \_\_\_\_\_  
H. Dixon Flynn -- City Manager

Susan Y. Hitchcock  
2443 MacArthur Parkway, Lodi, California 95242  
(209) 334-9362

February 24, 2001

Susan Blackston, City Clerk  
City of Lodi  
221 E. Pine St.  
Lodi, CA 95240

Dear Mrs. Blackston:

Please place for me on the next agenda a budget increase request of my Councilmember's annual budget expense. According to the most recent summary distributed by the Finance Department, I have a balance of less than \$200. This amount will be insufficient to meet the future obligations I have assumed as a representative of the City for upcoming State and National committee meetings and conferences.

As an alternate commissioner of the Northern California Power Agency (NCPA) for the past two years, I attended the American Public Power Association (APPA) annual conference in June 2000 and the Northern California Public Power Agency (NCPA) annual conference in September 2000. As a member of the state's League of California Cities Environmental Quality (EQ) Policy Committee, I am required to attend 4-5 meetings each year in the Northern and Southern parts of the state including the League's annual conference in October. As a member of the National League of Cities (NLC) Environment, Energy and Natural Resources (EENR) Policy Committee I am expected to attend the two annual National League of Cities annual conferences in Boston (December) and Washington D.C. (March). However, due to the expense of out of State travel, I will only attend the annual conference in D.C.

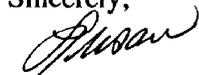
I will have/have recently had expenses for the following commitments on behalf of the City:

January 19, 2001	LCC EQ Policy Committee in Los Angeles
January 25, 2001	LCC Employee Relations Conf. in Monterey (1 day-no overnight)
January 25, 2001	Central Valley Division Quarterly Dinner Meeting in Modesto
March 9-13, 2001	NLC EENR Meeting & Annual Conf. in Washington D.C.
March 29, 2001	Central Valley Division Executive Comm. Meeting in Turlock
March 30, 2001	LCC EQ Policy Committee in San Francisco
May 9, 2001	Central Valley Division Quarterly Dinner Meeting in Sacramento
June 28, 2001	Central Valley Division Executive Comm. Meeting in Turlock
July 20, 2001	LCC EQ Policy Committee Meeting in Los Angeles

I have not included in the above my potential attendance at NCPA commission meetings. I will forego attending the annual League of California Cities Mayors and Councilmembers Forum offered in the Spring as I did last year.

As I stated to the Council in earlier budget discussions, the annual \$5,000 Councilmember budget is insufficient for Councilmembers appointed to and representing the City's interest on various commissions, state policy committees and national committees. Please review my last year's expenses for like meetings/conferences and request an amount sufficient to cover expenses for the above listed commitments.

Sincerely,



Susan Hitchcock  
Councilmember

cc: Nakanishi, Howard, Land & Pennino