



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Toni J. Taber, MMC  
City Clerk

**SUBJECT:** MAYOR/COUNCIL TRAVEL  
BUDGET FY 2024-2025

**DATE:** January 23, 2025

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 2024-25)	\$10,000.00
Councilmember Cohen travel to League of California Cities Annual Conference in Long Beach, CA (October 16-18, 2024)	\$1,664.00
Councilmember Foley travel to Dublin Sister City in Ireland (September 8-12, 2024)	\$1,808.45
Mayor Mahan travel to Bay Area Host Committee in New Orleans (February 7-10, 2025)	\$4,150.00
<b>Remaining Balance for FY 2024-25</b>	<b>\$ 2,377.55</b>