

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: April 25, 2024

PREPARED BY: Anthony J. Mejia, City Clerk

REQUEST: REQUEST FOR OUT-OF-STATE TRAVEL FOR MAYOR QUINTANILLA TO ATTEND THE NALEO ANNUAL CONFERENCE IN LAS VEGAS, NEVADA

RECOMMENDATION:

Authorize out-of-state travel for Mayor Quintanilla to attend the National Association of Latino Elected and Appointed Officials (NALEO) Annual Conference held on June 17-20, 2024, in Las Vegas, Nevada.

BACKGROUND/ANALYSIS:

On May 25, 2023, the City Council considered and approved a request for out-of-state travel for Mayor Pro Tem Quintanilla to attend the NALEO Annual Conference in New York, New York. At that time, the City Council agreed new requests for out-of-state travel should be accompanied by a request form from the Councilmember and considered extraordinary and therefore listed on the Action Calendar.

As such, Mayor Quintanilla has submitted the out-of-state travel request form and a request letter for the NALEO Annual Conference held on June 17-20, 2024, in Las Vegas, Nevada. Mayor Quintanilla notes that the NALEO Conference in New York allowed for connections with the Department of Homeland Security's Cybersecurity Infrastructure Security Administration (CISA) and as a result CISA will serve a resource for our businesses through the Palm Desert Area Chamber of Commerce luncheon in May.

Legal Review:

This report has been reviewed by the City Attorney's office.

FINANCIAL IMPACT:

Registration (Early Bird)	\$ 800
Milage & Parking	\$ 350
Hotel (Block Rate)	\$ 857
Per Diem	\$ 242
Total Expenses	\$2,249

There is sufficient funding available in the City Council Budget, Account No. 110-4110-4312000 (City Council Conferences/Seminars/Workshops).

ATTACHMENTS:

1. Travel Request Form & Request Letter
2. Letter to Senator Padilla, dated March 26, 2024
3. Conference Agenda
4. Conference Registration & Hotel