

# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Lee Price, MMC  
City Clerk

**SUBJECT:** APPROVAL OF TRAVEL  
FOR THE CITY CLERK

**DATE:** January 27, 2009

## RECOMMENDATION

- (a) Approve travel for City Clerk Lee Price to Riverside, California on March 11th and 12th to provide professional development training services at Technical Track for City Clerks (TTC). Source of Funds: TTC
- (b) Approve travel for City Clerk Lee Price to Brea, California on March 27th to provide professional development training services for the City Clerks Association of California (CCAC). Source of Funds: CCAC.

## OUTCOME

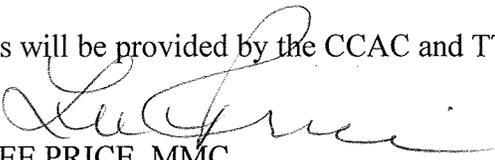
Approval of the travel will ensure compliance with Council Policy No. 9-5, which requires Council Appointees to seek Council approval for in-state travel when costs are paid for by another agency.

## BACKGROUND

I am a Master Municipal Clerk and Chair of the City Clerks Association of California Mentoring Program (which is part of the Professional Development/Education Committee). As an experienced clerk in both small and large cities with a passion for teaching others, I have been asked to provide training services for the City Clerks Association of California (CCAC) and Technical Track for City Clerks (TTC). The sessions offer technical training and professional development courses for city clerks who seek accreditation by the International Institute of Municipal Clerks as Certified Municipal Clerks and Master Municipal Clerks. Program registration fees remain modest in these tough budgetary times in large part because instruction is provided by working or retired public officials who are willing to devote their time, expertise and experience for the benefit of others who have chosen a career in local government.

## COST SUMMARY/IMPLICATIONS

There is no cost to the City. Travel, lodging and meals will be provided by the CCAC and TTC.

  
LEE PRICE, MMC  
City Clerk