



STAFF REPORT

AGENDA NO: 9i

MEETING DATE: January 21, 2025

To: Honorable Mayor and City Council

Date: January 21, 2025

From: Helen Yu-Scott, Finance Director – (650) 558-7222

Subject: Approval of Government Finance Officers Association (GFOA) Annual Conference Out-of-State Travel

RECOMMENDATION

Staff recommends that the City Council approve the out-of-state travel for the Finance Director to attend the Government Finance Officers Association (GFOA) annual conference for training and professional development.

BACKGROUND

This year's Government Finance Officers Association (GFOA) annual conference will take place June 29 – July 2, 2025, at the Walter E. Washington Convention Center in Washington, DC. This conference provides professionals across the country with training and development opportunities focused on accounting, budgeting, capital planning, debt management, economic development, ERP systems and technology, leadership, procurement, risk assessment, treasury and investment management, and other key trends impacting local government finance.

DISCUSSION

The GFOA Annual Conference serves as a platform for sharing best practices, discussing emerging issues, and exploring innovative solutions to the challenges faced by finance professionals. The conference will provide good resources and training to help the Finance Director improve her professional expertise and service to the organization. Information received at this conference will also be shared with other department staff.

Section III.1.a of the City's Expense Reimbursement Policy requires City Council approval for out-of-state travel. Pursuant to the policy, staff requests that the Council approve the out-of-state travel request for the Finance Director.

FISCAL IMPACT

The estimated cost of this trip is approximately \$1,900. The Finance Department budget has sufficient funds available for attendance at this conference.