




**EAST BAY REGIONAL PARK DISTRICT  
BOARD OF DIRECTORS MEETING  
AGENDA STAFF REPORT**

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<b>DATE</b>	September 3, 2024
<b>TITLE</b>	Approval of Out of State Travel from September 21st - 26th, for Attendance at the 2024 International City/County Management Association (ICMA) Annual Conference, Pittsburgh, Pennsylvania for General Manager Landreth
<b>DIVISION</b>	General Manager's Office
<b>FROM</b>	Amanda Gallo, Assistant to General Manager Dr. Ana M. Alvarez, Deputy General Manager
<b>APPROVED</b>	Sabrina Landreth, General Manager 

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**RECOMMENDATION**

It is recommended that the Board of Directors approve out-of-state travel to attend the 2024 International City/County Management Association (ICMA) Annual Conference in Pittsburgh, Pennsylvania on September 21st, through September 26th, 2024, by General Manager Landreth.

**BACKGROUND**

The request to approve out-of-state travel is in accordance with the Board Operating Guidelines Section IX. C. 10: Out of State Travel, which describes the requirement for prior authorization by the Board of Directors when the General Manager travels beyond the State's boundaries for conferences or seminars.

The International City/ County Management Association (ICMA) Annual Conference provides local government managers an opportunity to come together to discuss vital elements and the role local government executives play in shaping communities by overseeing a wide range of services, from infrastructure to public safety, managing the budget and planning for the future success of large public organizations.

**FISCAL IMPACT**

Funding for this travel is available in the existing departmental budget.



**EAST BAY REGIONAL PARK DISTRICT  
RESOLUTION NO. 2024 – 09 -  
SEPTEMBER 3, 2024**

**APPROVAL OF OUT OF STATE TRAVEL FROM SEPTEMBER 21<sup>ST</sup> – 26<sup>TH</sup> FOR  
ATTENDANCE AT THE 2024 INTERNATIONAL CITY/ COUNTY MANAGEMENT  
ASSOCIATION (ICMA) ANNUAL CONFERENCE, PITTSBURGH, PENNSYLVANIA  
FOR GENERAL MANAGER LANDRETH**

**WHEREAS**, East Bay Regional Park District (Park District)'s General Manager will be attending the 2024 International City/ County Management Association (ICMA) Annual Conference in Pittsburgh, Pennsylvania to engage with other local government executives in education and professional development sessions that discuss the role government executives play in shaping communities by overseeing a wide range of services, from infrastructure to public safety, managing the budget and planning for the future success of large public organizations; and

**WHEREAS**, the Board Operating Guidelines require prior authorization by the Board of Directors for travel to conferences or seminars beyond the State's boundaries by members of the Board of Directors, and General Manager; and

**NOW, THEREFORE BE IT RESOLVED**, the Board of Directors of the East Bay Regional Park District hereby approve out-of-state travel for General Manager Landreth to attend the 2024 International City/County Management Association (ICMA) Annual Conference in Pittsburgh, Pennsylvania; and

**BE IT FURTHER RESOLVED**, that the General Manager is hereby authorized and directed, on behalf of the Park District and in its name, to execute and deliver such documents and to do such acts as may be deemed necessary or appropriate to accomplish the intentions of this resolution.

Moved by Director \_\_\_\_\_, and seconded by Director \_\_\_\_\_, and  
adopted September 3, 2024, by the following vote:

FOR:

AGAINST:

ABSTAIN:

ABSENT: