

Barbara J. Parker
City Attorney

OAKLAND CITY COUNCIL

RESOLUTION No. 81648 C.M.S.

OFFICE OF THE CITY CLERK
OAKLAND
2008 OCT 30 PM 3:28

FILED
THE CITY CLERK
OAKLAND
PH 3:28

RESOLUTION ESTABLISHING A MORATORIUM ON TRAVEL SETTING FORTH POLICIES FOR THE APPROVAL OF TRAVEL BY CITY OF OAKLAND EMPLOYEES, OFFICIALS AND OFFICERS

WHEREAS, on September 23, 2008, the City Council's Finance and Management Committee received an informational report regarding travel expenses that the City paid for City employees, officers and officials during the period of July 1, 2007 through June 30, 2008; and

WHEREAS, given the significant budget deficit that the City is facing, the City Council of the City of Oakland finds that it is prudent and fiscally responsible to adopt a City policy that establishes a moratorium on travel expenditures and to set policies for the approval of travel expenditures by City employees, officials and officers; now, therefore, be it

RESOLVED: That the City Council of the City of Oakland hereby adopts a budget policy establishing a moratorium on travel expenditures involving airline transportation and/or lodging by the City's various departments and, agencies until such time as the Council ends the moratorium; and be it

FURTHER RESOLVED: That travel expenditures required for federal or state mandatory training and grant-funded or reimbursed travel may be exempted from the travel expenditure moratorium by the City Administrator on a case-by-case basis and that all requests for an exemption from the travel expenditure moratorium for mandatory training, grant funded or reimbursed travel for City employees must be submitted to the City Administrator for approval; and be it

FURTHER RESOLVED: That City departments and agencies may submit to the City Administrator requests to approve travel expenditures for City employees (other than federal or state mandatory training, grant funded or reimbursed travel, which as resolved above must be submitted to the City Administrator for approval) and that any such requests must be accompanied by a report explaining the purpose of the travel and the reasons for the request; and be it

FURTHER RESOLVED: That the moratorium shall take effect immediately.

IN COUNCIL, OAKLAND, CALIFORNIA, NOV 3 2008, 20

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, ~~BRUNNER~~, CHANG, KERNIGHAN, NADEL, QUAN, REID, and PRESIDENT DE LA FUENTE - 7
NOES - 0
ABSENT - 0
ABSTENTION - 0
Excused - Brunner - 1

ATTEST: *LaTonda Simmons*
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California