



## **STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of September 9, 2025

**TO:** Mayor and Members of the City Council

**VIA:** Dante Hall, City Manager

**SUBMITTED BY:** Eibleis Melendez, City Clerk

**SUBJECT:** Designation of Voting Delegate and Alternates for the League of California Cities Annual Conference and General Assembly Meeting

### **RECOMMENDED ACTION:**

Designate a voting delegate and alternates for the League of California Cities Annual Conference and General Assembly Meeting to be held October 8-10, 2025 in Long Beach, CA.

### **DISCUSSION:**

The League of California Cities bylaws outline the procedures regarding the designation of delegates and alternates by the City Council.

The League's 2025 Annual Conference is scheduled for October 8-10, 2025 in Long Beach, CA at the Long Beach Convention Center. An important part of the Annual Conference is the General Assembly meeting at which the League membership considers and takes action on resolutions that establish League policy.

To vote during the General Assembly, the City Council must formally designate a voting delegate and up to two alternates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

The voting delegate and alternates must be registered to attend the conference. In order to cast a vote, at least one must be present at the General Assembly and in possession of a voting card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting card at the voting delegates' desk. This will enable the delegate to receive the special sticker on their name badges that will admit them into the voting area during General Assembly.

At the General Assembly, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with the special sticker on their name badge identifying them as a voting delegate or alternate.

The voting card may be transferred between the voting delegate and alternates only. Transferring voting cards to non-designated individuals is not allowed. If the voting delegate and alternates are unable to attend the General Assembly, they may **not** transfer the voting card to another city official.

Following council action this evening, the City Clerk will submit the names of the voting delegate and up to two alternates for the City of Hercules to Cal Cities by Wednesday, September 24<sup>th</sup>, 2025.

**FISCAL IMPACT:**

The cost for a city delegate and alternate to attend the League Annual Conference is included in the FY 2025/26 annual budget.

**ATTACHMENTS:**

1. LOCC Memo and Voting Procedures and Guidelines