



Staff Report

February 13, 2018

TO: Honorable Mayor and Members of the Town Council
FROM: Sean Rabé, Town Manager
DATE: February 5, 2018
RE: Mayor Pro Tempore Onderko Reimbursement For Capitol to Capitol Trip

Recommendation

Staff recommends the Town Council approve Mayor Pro Tempore Tim Onderko's reimbursement request for the 2018 Capitol to Capitol trip.

Issue Statement and Discussion

For nearly 50 years, the Sacramento Metro Chamber has led a delegation of business, civic and political representatives from the six-county Sacramento region to Washington, D.C. to meet with our federal representatives. The purpose of the trip is to promote and lobby the Sacramento region to the Federal Government on several issues (see attached brochure for a more detailed explanation of the trip's focus and schedule). The Sacramento Area Council of Governments (SACOG) also participates in this worthwhile lobbying trip. The Town has sent representatives to the event on several occasions in the past.

As the Town's representative on SACOG, Mayor Pro Tempore Tim Onderko is attending this year's event. He has paid the registration fees and lodging costs out of pocket and is now seeking reimbursement for those costs. Staff recommends approval of the reimbursement because the event will help keep Loomis' interests in front of the Federal Government.

CEQA Requirements

There are no CEQA implications associated with the recommended action.

Financial and/or Policy Implications

The total reimbursement request from Mayor Pro Tempore Onderko (as shown in the attached receipt) is \$4,375. There is adequate funding in the Council's travel and meetings budget.

Attachments

- A. Onderko Travel Receipt
- B. Capitol to Capitol Brochure



DIGNITY HEALTH PRESENTS
48th ANNUAL PROGRAM

APRIL 14-18, 2018

Attachment A

CAPITOL CAPITOL^{to}

METRO CHAMBER production

Receipt

Receipt Number:

2095914-106359451

Registration ID:

106359451

Registration Date:

1/5/2018

Receipt Date:

1/5/2018

Issued By:

2018 Cap-to-Cap Registration Fees / I.S. Tours, Inc.

Event:

CAP-TO-CAP 2018

Date/Time:

Saturday, April 14, 2018 - Wednesday, April 18, 2018

Billing Information

Company/Organization

Town of Loomis

Address:

3145 Orchard Park Ct

Loomis, CA 95650

United States

Phone:

9163006487

Email:

loomisusa@gmail.com

Registrants

Mr. Tim Onderko

Registration ID:	106359451
Company/Organization	Town of Loomis
Registrant Type	Participant

Fees

Program A: Single Occupancy / One**Delegate**

Quantity:	1
Unit Price:	\$3,595.00
Amount:	\$3,595.00

Additional Room Nights

Quantity:	2
Unit Price:	\$390.00
Amount:	\$780.00

Subtotal:	\$4,375.00
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Total:	\$4,375.00
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Transactions

**Transaction Amount**

Date:	1/5/2018
Amount:	\$3,985.00
Balance:	\$3,985.00

Other Charges

Date:	1/22/2018
Amount:	\$163.39
Balance:	\$4,148.39

Online Credit Card Payment (***8257) Details**

Date:	1/24/2018
Amount:	(\$4,148.39)
Balance:	\$0.00

Adjustment Due to Changes in Fees

Date:	1/29/2018
Amount:	\$390.00
Balance:	\$390.00

Online Credit Card Payment (***8257) Details**

Date:	1/30/2018
Amount:	(\$390.00)
Balance:	\$0.00

Current Balance:	\$0.00
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Payment Method:

Credit Card (Visa)

The online credit card payment for this event will be listed on your credit card statement with the name International Student Tours Inc.

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Delegation Gala



Thrive Suite



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Attachment B

DIGNITY HEALTH PRESENTS
48th ANNUAL PROGRAM

CAPITOL CAPITOL^{to}

APRIL 14-18, 2018

NOTE FROM THE CHAIR

These are exciting times in the Capital Region.

As we approach almost five decades of working together on various policy issues with federal partners in Washington, DC, I am confident that the 48th annual Capitol-to-Capitol Program will prove to be one of our most noteworthy and effective efforts in years.

Our region continues to cultivate a unique and diverse community that is both attractive to its current residents and full of opportunity for those that want to join us. We have used our inventiveness to create a region that is being noticed across the globe in the areas of agriculture, technology, life sciences, infrastructure, and civic innovation. We are becoming an emerging focal point for invention, a living laboratory for new ideas and investment.

Rarely does a region come together to demonstrate relevant leadership on a global stage like we have, reinventing our communities to take advantage of our many opportunities. Whether it be new civic amenities in our regional core, the increased economic activities apparent in our new retail centers and small businesses, or the exciting discussions of new transportation infrastructure connecting our communities together and to the world.

To be sure, there are some big issues to address, including housing, health care, regulations, education, jobs, food systems, and land use. None of these issues are easy to solve, requiring a diverse, community-based collaboration. Which is why the Cap-to-Cap program works so well as a

platform—by first working on solutions locally and regionally, we can then enlist the support and commitment of our federal policymakers and agencies.

That is where you come in...by helping to develop our region's policy priorities in key areas, and then presenting them to our partners back in Washington, DC., you will be actively working to ensure that our regional policy objectives are understood and acted upon. There is no better way to make sure our regional views are represented than to be engaged in Cap-to-Cap. Your leadership is needed, and I might even be so bold as to say it is required.

Join us as we look to share with our policymakers how we in the Capital Region invent solutions and lead towards the future.

I look forward to working with you and thank you in advance for your time and commitment in the betterment of our region.

Cheers,



Dr. Rob White
Executive Director, Sierra Energy Research Park (SERP)
2018 Cap-to-Cap Program Chair



CAPITOL^{to}CAPITOL at a glance ★ ★ ★ ★ ★ ★ ★

- **Chair's Reception:** This annual reception provides the Cap-to-Cap delegation with the opportunity to salute the dozens of local elected officials from throughout the Sacramento region who are an integral part of Cap-to-Cap.
- **Welcome Breakfast:** The historic Grand Ballroom of the Mayflower Hotel serves as the backdrop for our delegation to hear from key Administration and Congressional leaders ahead of energetic, team-oriented discussions while preparing for meetings on Capitol Hill.
- **Leadership Luncheon:** Delegates convene in the Kennedy Caucus Room of the Russell Senate Office Building to hear from key congressional officials concerning top issues. Featured speakers have included Secretary of Housing and Urban Development Julián Castro, Secretary of the Treasury Jack Lew and former Speaker of the House Nancy Pelosi.
- **Delegation Gala:** After a successful day of lobbying, join us for an evening of fine food, regional wines and entertainment to celebrate our region's delegation. This year's gala will be held at the Smithsonian National Museum of Natural History.

TEAM TOPICS ★ ★ ★ ★ ★ ★ ★

Delegates will be organized into teams for lobbying appointments. When registering online, you will be asked to select your first and second team choices.

- **Air Quality**
- **Economic Development**
- **Health Care**
- **Transportation**
- **Civic Amenities**
- **Flood Protection**
- **Land Use & Natural Resources**
- **Water Resources**
- **Community Resources**
- **Food & Agriculture**
- **Public Safety**
- **Workforce & Education**

DRAFT ITINERARY

Friday, April 13

Early departures for D.C.

Saturday, April 14

Main departures for D.C.

5:00 pm–8:00 pm

Welcome Reception
The Mayflower Hotel,
Chinese Room

Sunday, April 15

5:00 pm–7:00 pm

Chair's Reception

Monday, April 16

7:30 am–9:30 am

Opening Breakfast
& Program
Team Meetings
The Mayflower Hotel,
Grand Ballroom

Morning / Afternoon

Lobbying Appointments

Tuesday, April 17

Morning

Lobbying Appointments

11:15 am–1:00 pm

Leadership Luncheon
Russell Senate Office Building,
Kennedy Caucus Room

1:15 pm

All-Delegation Photo

Afternoon

Lobbying Appointments

6:30 pm–9:30 pm

Delegation Gala
Smithsonian National
Museum of Natural History

Wednesday, April 18

Morning

Lobbying Appointments

Afternoon

Main departures
for Sacramento

*Please note: Itinerary subject
to change*

ACCOMMODATIONS

Listed on the National Register of Historic Places, **The Mayflower Hotel**, Autograph Collection has been a vibrant social hub in Washington, DC since opening in 1925. Refreshed and contemporary, this historic hotel newly inspires the city for business or pleasure with its premier location on Connecticut Avenue. The Mayflower delights with a timeless luxury found sweeping marble lobby, picturesque ballrooms, in-house health club, and luxury-minded guestrooms, offering plush bedding, high-speed wireless internet, and flat screen TV's. Enjoy a culinary delight at the lively American brasserie EDGAR, or step outside to experience the local flavor of Dupont Circle and other nearby attractions. Effortlessly blending historic tradition and modern luxury here in the heart of the nation's capital, The Mayflower Hotel is national treasure not to be missed.

CAP-TO-CAP REGISTRATION

Standard Per Person Rates

Early Discount (by 01/06/18)

Program A	Single Occupancy/One Delegate	\$3,795	\$3,595
Program B	Double Occupancy/Two Delegates	\$3,250	\$3,050
Program C	Double Occupancy/One Delegate	\$3,795	\$3,595
Program D	Non-Participant (must accompany a Program C participant)	\$1,950	\$1,750
Program E	Team Participant Only (no air/hotel included)	\$1,895	\$1,695
Add'l Fees	Metro Chamber Non-member Fee**		\$1,000
	Additional Nights (per room, per night; inclusive of all taxes)		\$390
	Concierge Level Upgrade (per room, per night; inclusive of all taxes)		\$100
	Suite Upgrade (per room, per night; inclusive of all taxes)		\$195

Air/Hotel Included:

Programs A thru D include air and hotel costs. If you choose to book your own travel accommodations, a \$350-per-person air credit can be deducted when registering.

**Members First Policy:

As space is limited, attendance will be awarded to Metro Chamber members first. Sponsorship is a member-only benefit. Non-members will be placed on a waiting list and cleared in the order registrations are received. Join today to guarantee your registration and other members-only benefits. Contact Membership at 916-552-6800.

Additional Notes:

See terms and conditions for cancellation policy.

Payments by credit card (Visa, MasterCard or American Express) will incur a convenience fee 4.1% of your total.

FLIGHT SPECIFICATIONS

Option 1	United Airlines	Depart	Arrive
April 14	SMF/IAD #822	8:00 a.m.	3:59 p.m.
April 18	IAD/SMF #291	5:30 p.m.	8:12 p.m.
Option 2	United Airlines	Depart	Arrive
April 14	SMF/DEN #410	6:00 a.m.	9:20 a.m.
April 14	DEN/DCA #1767	9:55 p.m.	3:24 p.m.
April 18	DCA/DEN #2104	4:10 p.m.	6:10 p.m.
April 18	DEN/SMF #2089	7:17 p.m.	8:49 p.m.
Option 3	United Airlines	Depart	Arrive
April 13	SMF/IAD #822	8:00 a.m.	3:59 p.m.
April 18	DCA/IAH #1235	2:30 p.m.	5:15 p.m.
April 18	IAH/SMF #1220	6:05 p.m.	8:26 p.m.
Option 4	United Airlines	Depart	Arrive
April 13	SMF/IAD #822	8:00 a.m.	3:59 p.m.
April 18	IAD/SMF #291	5:30 p.m.	8:12 p.m.

Legend

SMF	Sacramento International Airport
IAD	Washington, Dulles Airport
DEN	Denver International Airport
DCA	Ronald Reagan, Washington National Airport
IAH	George Bush Intercontinental Airport

Please note: arrival and departure dates vary by option

REGISTRATION

www.regonline.com/cap2018

Sponsor Inquiries

Attn: Susan Harris Brazelton
Phone: 916-826-5410
Email: sharris@metrochamber.org

Registration & Travel Inquiries

I.S. Tours
Attn: Kacey Johnston
Phone: 916-850-1976 ext 160
Email: kaceyk@istours.com



LET'S GET THE CONVERSATION ROLLING:

#CaptoCap18



Terms and Conditions

EARLY BOOKING: Through January 6, 2018. Standard booking January 7–April 7, 2018 (PROGRAM DATES ARE APRIL 14–18).

PAYMENTS: Please make checks payable to I.S. Tours. Payment is due no later than March 31, 2018 (please refer to brochure pricing). All payments received after March 31, 2018 are considered late and will be charged a \$100.00 late processing fee. Confirmation is subject to space availability at prevailing rates

NAME CHANGES: Name changes are allowed with a \$50.00 charge prior to March 08, 2018. A charge of \$100 will apply to all name changes made between March 09 and April 6, 2018. No name changes are allowed after April 6, 2018. A change of name form must be completed and submitted in writing by both participants and emailed to I.S. Tours (IST) to kaceyk@istours.com. IST assumes no responsibility with respect to monies between participants.

CHANGE FEES: If you need to make any flight changes within 30 days of departure and your airline ticket was purchased through IST, you will incur a \$50 change fee in addition to the fees that the airline may charge. If you need to make changes to your hotel arrival or departure date within 30 days of check-in, you will incur a \$25 change fee. A change form will be required for all change requests and must be submitted to kaceyk@istours.com.

EXPENSES: Prices include only those services specifically stated in your tour package. Items such as room service, telephone calls, optional activities and other items not specifically stated in your package, are not included. Any tips or gratuities not specifically included in the total price are at your discretion.

PRICES: Prices stated in your brochure are based on airfares and rates effective at time of booking and also reflect a discount for payment by cash, check or money order. Payments by credit card

(Visa, MasterCard or American Express) will incur a convenience fee of 4.1% of your total. Airfares and rates are subject to change. Changes could include fuel surcharges, tax increases and other unforeseeable fees assessed by the air carrier. Any deviations from brochure program dates (April 13 or 14–18, 2018) may incur supplemental charges (e.g. transfers and higher fare).

CANCELLATIONS: If you cancel your reservation, your right to refund is limited, as set forth below. Cancellations must be made in writing and must be emailed to kaceyk@istours.com. A \$250.00 per person cancellation fee plus any hotel and airline penalties will apply up to January 31, 2018. From February–March 12, 2018, a cancellation charge of \$1,000.00 per person plus any hotel and airline penalties will apply. From March 13, 2018 to date of departure, the registration fee is non-refundable and results in loss of the entire trip cost. There are no refunds for no-shows. It is your responsibility to confirm the air has been canceled prior to scheduled departure to have credit applied for future use. Upon cancellation of the transportation or travel costs where you, the customer, are not at fault and have not canceled in violation of the terms and conditions of the contract for transportation or travel costs, all sums paid to IST for services not received by you, will be promptly refunded by IST to you within 14 days after the cancellation, unless you otherwise advise IST in writing. The rights and remedies made available under this contract are in addition to any other rights or remedies available under applicable law. However, we offer refunds under this contract with the express understanding that receipt of that refund by a passenger waives any additional remedies.

BAGGAGE: The current checked bag policy for United Airlines is a \$25 fee for the first checked bag (each way) and a \$35 fee for the second checked bag (each way). PLEASE NOTE: luggage fees are not included in your trip cost and are subject to change at the discretion of the airlines. Each checked bag must not exceed 62 linear inches and cannot weigh more than 50 pounds. A personal item and one carry-on that will fit under your seat or the overhead bin are allowed at no charge.

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Delegation Gala



Thrive Suite

