



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Vice Mayor Chappie Jones

**SUBJECT:** REQUEST TO TRAVEL  
AND EXCUSED ABSENCE

**DATE:** June 18, 2019



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**Recommendation:** Authorize travel for Vice Mayor Jones to Nashville, Tennessee on September 3, 2019 to September 6, 2019 for the Silicon Valley Organization Study Mission and excuse my absence from the Regular Meeting of the City Council on September 3, 2019 and the Rules and Open Government Committee Meeting on September 4, 2019.

**Location:** Nashville, Tennessee

**Meeting Dates:** September 3, 2019-September 6, 2019

**Source of Funds:** Mayor/Council Travel Funds

**Purpose:** Vice Mayor Jones was invited to participate in the Silicon Valley Organization (formerly know as the San Jose/Silicon Valley Chamber of Commerce) 2019 Study Trip meeting in Nashville, Tennessee. Pursuant to Council Travel Policy 9-5 under 4.b this trip is listed as Unofficial Delegation Travel as the annual City-to-City trip sponsored by SVO.