



Memorandum

TO: CITY COUNCIL

FROM: Mayor Matt Mahan

SUBJECT: REQUEST TO TRAVEL

DATE: January 15, 2025

Approved:

Date:

01/15/2025

RECOMMENDATION: Authorize travel for Mayor Mahan to attend the Bay Area Host Committee Events in New Orleans on February 7-10, 2025.

Location: New Orleans, LA

Meeting Dates: February 7-10, 2025

Source of Funds: Mayor/Council Travel Budget

Anticipated Costs: \$4,150

Purpose:

Mayor Mahan will be a guest of the Bay Area Host Committee where he will be participating in the ceremony of the National Football League officially handing over the next Super Bowl to the Bay Area Host Committee.

Pursuant to Council Policy 9-5, Travel by Elected and Appointed City Officials, this travel falls as an allowable use under the Mayor/Council Travel Budget under F.4.f (Clear monetary benefit is evident) and F.4.g (Revenue enhancement opportunity is clearly attainable).

Mayor Mahan will not be missing any City or non-City legislative body meetings.