



## *Memorandum*

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Dev Davis

**SUBJECT:** UPDATED DATES FOR  
REQUEST TO TRAVEL  
AND EXCUSED ABSENCE

**DATE:** September 10, 2018

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**Recommendation:** Authorize travel for Councilmember Davis to Seattle, Washington on October 2, 2018 to October 5, 2018 to attend the Silicon Valley Organization's Annual Study Mission, and excuse absence from the Rules & Open Government Committee on October 3, 2018, the Smart Cities and Service Improvements Committee, the Caltrain Joint Powers Board Meeting, and the VTA Board of Directors Meeting (Alternate) all which meet on October 4, 2018.

**Location:** Seattle, Washington

**Meeting Dates:** October 3, 2018 – October 5, 2018

**Source of Funds:** District 6 Office Funds for registration / Personal funds for flight

**Purpose:** To study the policies, programs, and public/private partnerships that play roles in economic development and civic growth