



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Johnny Khamis

**SUBJECT:** REQUEST FOR TRAVEL  
AND EXCUSED ABSENCES

**DATE:** October 16, 2017

**APPROVED:**

**DATE:** 10/16/17

**RECOMMENDATION:**

- (a) Authorize international travel by Councilmember Khamis to Tainan, Taiwan from October 27<sup>th</sup> – November 4<sup>th</sup> to lead a delegation, as an official representative of the City of San José, to celebrate the 40<sup>th</sup> Anniversary of the Sister City relationship between Tainan, Taiwan and the City of San José, with additional meetings with officials from the City of Taipei, Taiwan.
- (b) Authorize an excused absence for Councilmember Khamis from the following meetings due to Authorized City Business:
  1. The October 31<sup>st</sup> Closed Session and Regular Session meetings of the City Council.
  2. The November 1<sup>st</sup> meeting of the Rules and Open Government Committee and Committee of the Whole.
  3. The November 2<sup>nd</sup> meetings of the Police & Fire Department Retirement Plan Board of Directors and the Smart Cities & Service Improvements Committee.
  4. The November 3<sup>rd</sup> Special Meeting of the City of San José and the Santa Clara Valley Water District.
- (c) Approve the receipt of gifts of air travel, hotel, and meals received in an official capacity as a representative of the City in accordance with San José Municipal Code section 12.08.040(c). While the City could reimburse for the meals, they will be provided as a gesture to foster a positive working relationship between the City of San José and its Sister City of Tainan, Taiwan as well as with the City of Taipei, Taiwan.

Authorization for: Councilmember Johnny Khamis

Locations: Tainan, Taiwan & Taipei, Taiwan

Meeting Dates: October 30, 2017 – November 3, 2017

Source of Funds: San José – Tainan Sister City Association

Purpose:

Councilmember Khamis will lead the San Jose-Tainan Sister City Association delegation in its visit to Tainan, Taiwan for meetings with civic and cultural leaders to celebrate and strengthen the special, 40-year relationship between the City of San José and Tainan. He will additionally meet with civic leaders in Taipei, Taiwan to promote the City of San José as a destination for business and tourism. In both cities, he will learn about innovations in meeting civic needs and solving city challenges that may have applicability within the City of San José.