



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Toni J. Taber, MMC
City Clerk

SUBJECT: SEE BELOW

DATE: February 6, 2025

SUBJECT: Request for Travel Authorization for Mayor Mahan and Mayor's Staff

Recommendation

As recommended by the Rules and Open Government Committee on February 5, 2025, authorize travel, accept travel payments to the City of San José, and designate Mayor Mahan and Stephen Caines as the City representatives to participate in a Knight Media Forum organized and funded by the Knight Foundation from February 18, 2025 to February 20, 2025 in Miami, Florida.

Source of Fund: The Knight Foundation and Mayor's Office Budget.

CEQA: Not a Project, File No. PP17-010, City Organizational and Administrative Activities resulting in no changes to the physical environment. (Mayor)

[Rules Committee referral 2/5/2025 - Item B.7]



Memorandum

TO: CITY COUNCIL

FROM: Mayor Matt Mahan

SUBJECT: REQUEST TO TRAVEL

DATE: January 31, 2025

Approved: *Matt Mahan*

Date: 01/31/2025

RECOMMENDATION: Authorize travel, accept travel payments to the City of San José, and designate Mayor Mahan and Stephen Caines as the City representative to participate in a Knight Media Forum organized and funded by The Knight Foundation from February 18-20, 2025 in Miami, FL.

Location: Miami, FL

Meeting Dates: February 18-20, 2025

Source of Funds: Costs associated with travel, lodging, and some meals will be paid for by The Knight Foundation. Meals that are not included in the event will be submitted to the City of San Jose for reimbursement. Estimated expenses are \$350. (Mayor’s travel)

Costs associated with travel and lodging will be reimbursed from the Mayor’s Office Budget. (Mayor’s staff travel)

Purpose: The Knight Foundation has long been a significant philanthropic partner for the City of San Jose. In the past they’ve funded roles like the Chief Data Officer within the Mayor’s Office, and the Equity Through Data Lead in the Information Technology Department. Within the last year, the Knight Foundation has funded the AI Innovator Series, as well as SJ AI Commons – the joint AI learning center that was launched with San Jose State University. Attending the conference will allow the Mayor to continue to unlock additional philanthropic resources for the City of San Jose and our residents.

Stephen Caines is the Chief Innovation Officer and Budget Director for the Mayor’s Office. The Knight Foundation has long been a significant philanthropic partner for the City of San Jose. In the past they’ve funded roles like the Chief Data Officer within the Mayor’s Office, and the Equity Through Data Lead in the Information Technology Department. Within the last year, the Knight Foundation has funded the AI Innovator Series, as well as SJ AI Commons – the joint AI learning center that was launched with San Jose State University. Stephen and his team have been spearheading these two efforts

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as well as other public-private partnerships. Attending the conference to support the Mayor's speaking engagement will continue to unlock additional philanthropic resources for the City of San Jose and our residents.