



Memorandum

TO: CITY COUNCIL

FROM: Mayor Sam Liccardo

SUBJECT: REQUEST TO TRAVEL

DATE: 01/09/2020

Approved:

Date:

1/9/20

RECOMMENDATION: Authorize travel for Mayor Liccardo to Washington D.C. from January 21 – 24, to attend United States Conference of Mayors Winter Meeting, and excuse absence from Rules and Open Government on January 22, 2020.

Authorization for: Mayor Sam Liccardo

Location: Washington, D.C.

Meeting Dates: January 21 – 24, 2020

Source of Funds: Mayor/Council Travel Budget

Purpose:

The Conference holds its Winter Meeting each January in Washington, D.C. and an Annual Meeting each June in a different U.S. city. Additional meetings and events are held as directed by the Conference leadership.

Conference members speak with a united voice on organizational policies and goals. Mayors contribute to the development of national urban policy by serving on one or more of the conference's standing committees. Conference policies and programs are developed and guided by an Executive Committee and Advisory Board, as well as the standing committees and task forces which are formed to meet changing needs.

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.d, Trips to represent the City at the U.S. Conference of Mayors when appointed by the Council or otherwise officially appointed to serve on such boards or committees.