



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Authorize and Approve Travel for Vice Mayor Karina Dominguez, Councilmember Anthony Phan, and Interim City Manager Steve McHarris to Attend the 2019 Study Mission to Nashville, Tennessee Hosted by the Silicon Valley Organization Scheduled on September 3 – September 6, 2019
Category:	Consent Calendar-Leadership and Support Services
Meeting Date:	8/20/2019
Staff Contact:	Steve McHarris, 408-586-3059
Recommendation:	Authorize and approve travel for Vice Mayor Karina Dominguez, Councilmember Anthony Phan, and Interim City Manager Steve McHarris to attend the 2019 Study Mission from September 3-6, 2019, to Nashville, Tennessee, hosted by the Silicon Valley Organization, for a combined total expense amount not to exceed budgeted Conferences/Meeting allocation of \$9,000.

Background:

The Silicon Valley Organization (SVO) is the largest Chamber of Commerce in Silicon Valley working to create a strong local economy and provide business connections and visibility on behalf of their membership. The SVO hosts an Annual Study Mission. This is its signature economic development program that features a 3-day conference and provides attendees a learning experience related to public policy solutions and public-private partnerships that have defined the growth and prosperity of another major United States city and region. This year's Study Mission will be in Nashville, Tennessee from September 3-6, 2019.

Total conference registration fee is \$2,500 per attendee, which includes accommodations for a two-night hotel stay, meals, ground transportation, and all programming related costs. Other expenses are air transportation estimated at \$400 per attendee.

Analysis: The City of Milpitas Travel and Expense Policy requires approval of travel for elected officials and employees by City Council. The travel approval will allow Vice Mayor Dominguez, Councilmember Phan and Interim City Manager McHarris to garner additional knowledge from another city's elected officials and to share this knowledge with the other members of the City Council and City staff. Continued participation and attendance in these types of conferences ensures that the Milpitas community is fully represented at the local, state and national levels. At the June 11, 2019 Budget Hearing, this conference was pre-approved.

Participation in the SVO 2019 Study Mission to Nashville provides an opportunity to explore and study the various issues and public policies that have and continue to impact economic growth. The attendees, which include elected official, city staff, key business and community leaders, will be sharing and learning from their experiences in improving businesses to grow and expand in our region.

Fiscal Impact: The estimated not-to-exceed cost per attendee for this travel is \$3,000. The total conference fee (per attendee) for 2019 Study Mission to Nashville is \$2,500. Other expenses are ground and air transportation. Sufficient funds are available in the Individual Elected Official allocation of \$5,000 for Conferences / Meetings / Memberships to cover both the Vice Mayor and Councilmember's travel expenses. Sufficient funds are available in the City Manager's Office conference budget.

California Environmental Quality Act: Not applicable

Recommendation: Authorize and approve out-of-state travel for Vice Mayor Karina Dominguez, Councilmember Anthony Phan, and Interim City Manager Steve McHarris to attend the 2019 Study Mission from September 3-6, 2019, to Nashville, Tennessee, hosted by the Silicon Valley Organization, for a combined total expense amount not to exceed budgeted Conferences/Meeting allocation of \$9,000.

Attachments:

None