



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Jennifer A. Maguire

**SUBJECT:** REQUEST TO TRAVEL

**DATE:** March 6, 2024

## RECOMMENDATION

Authorize travel for City Manager Jennifer Maguire to Los Angeles, California on April 23 - 26, 2024 to participate in the San Jose Chamber of Commerce Annual Study Mission.

Authorization for: Jennifer Maguire

Location: Los Angeles, California

Meeting Dates: April 23 - 26, 2024

Source of Funds: General Fund/City Manager's Non Personal/Equipment Appropriation

Purpose: The San Jose Chamber of Commerce's Study Mission trip is an annual gathering of key Silicon Valley business and community leaders to learn best practices and bring back ideas to make our community a better place to live and work. This year's program features a 4-day intensive on-site tour for members and key stakeholders to learn more about the public policy solutions, public-private partnerships, and economic strategies that have defined the growth of another city or region.

## CEQA

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

JENNIFER A. MAGUIRE  
City Manager