



## Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Jennifer A. Maguire

**SUBJECT:** REQUEST TO TRAVEL

**DATE:** November 19, 2025

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### RECOMMENDATION

Authorize travel for City Manager, Jennifer A. Maguire to Chula Vista, California on January 8 – 10, 2026 to participate in the Large Cities Executive Forum.

Authorization for: Jennifer A. Maguire

Location: Chula Vista, California

Meeting Dates: January 8 – 10, 2026

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

Purpose: City Managers for cities with populations over 250,000 are invited to attend the Large Cities Executive Forum. The forum discusses key issues affecting large cities, such as homelessness, public safety, blight, and economic development/housing.

### 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