



# Memorandum

**TO:** CITY COUNCIL

**FROM:** Mayor Sam Liccardo

**SUBJECT:** REQUEST TO TRAVEL

**DATE:** September 25, 2019

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**Recommendation:** Authorize travel, accept travel payments to the City of San José, and designate Mayor’s staff, Khanh Russo, Director of Strategic Partnerships, as the City representative to attend the Melbourne Study Tour from October 26, 2019 to November 1, 2019 in Melbourne, Australia.

**Location:** Melbourne, Australia

**Meeting Dates:** October 27, 2019 to October 31, 2019

**Source of Funds:** 8 80 Cities and Knight Foundation

**Purpose:** Khanh Russo to be designated the City of San Jose’s representative on the visit to Melbourne, Australia for the Melbourne Study Tour. Khanh is the Director of Strategic Partnerships on the Mayor’s team and has been working with key staff in the City Manager’s Office to further the City’s strategic partnerships initiatives. His expert knowledge and skills were instrumental in putting together the Community Development, Citizen Engagement, Education, Workforce, Performance and Strategic Partnership initiatives focused on broadening prosperity for San Jose residents.

The Study Tour programming will feature powerful speakers, hands-on experiences, and intimate learning exchanges. The goal of the Study Tour is to share expertise and experiences, learn from other participants, and return to San Jose with new perspectives, resources, and relationships that help build stronger a City with San Jose residents. The Study Tour will include learning first-hand from some of the world’s most celebrated planners, architects, and civic innovators. The Study Tour will visit areas that have gone through radical transformations, from car-oriented, industrial sites to walkable, welcoming places for people of all ages.

This training will be used to improve program design and policy development for the City’s Strategic Partnership initiatives.