



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Toni J. Taber, MMC
City Clerk

SUBJECT: SEE BELOW

DATE: June 10, 2026

SUBJECT: Request for Travel Authorization for Mayor's Staff

Recommendation

As recommended by the Rules and Open Government Committee on June 10, 2026, authorize travel, accept travel payments to the City of San José, and designate the Mayor's office staff, Keith Hertzberg, as the City representative to attend the Harvard Young American Leaders Program in Cambridge, MA from June 22 - 27, 2026. Source of Funds: the Knight Foundation and the Mayor's Office Budget.

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

[Rules Committee referral 6/10/2026 - Items B.7]



Memorandum

TO: CITY COUNCIL

FROM: Mayor Matt Mahan

SUBJECT: REQUEST TO TRAVEL

DATE: June 4, 2026

Approved: *Matt Mahan*

Date: 06/04/2026

RECOMMENDATION: 1. Authorize travel, accept travel payments to the City of San José, and designate Mayor's Office staff, Keith Hertzberg, as the City representative to attend the Harvard Young American Leaders Program.

2. Place the item on the June 16, 2026 City Council Agenda for action.

Location: Cambridge, MA

Meeting Dates: June 22 -27, 2026

Source of Funds: Costs associated with accommodation, airfare, and most meals will be paid for by The Knight Foundation. Any remaining costs, such as ground transportation, in-transit meals, and Wi-Fi will be paid by the Mayor's Office Budget.

Purpose:

Keith Hertzberg is recommended to be designated as the City of San José representative to attend the Harvard Young American Leaders Program. As Budget and Innovation Advisor in the Mayor's Office, Keith supports the City's annual budget process, innovation initiatives, operational improvement efforts, and cross-sector partnerships that advance City priorities.

Rooted in Harvard Business School's U.S. Competitiveness Project, the Young American Leaders Program convenes emerging leaders from local government, nonprofit organizations, higher education, and the private sector to examine strategies for economic competitiveness,

innovation, workforce development, and effective public-sector leadership. Participation in the program is directly related to Keith's assigned responsibilities and will provide opportunities to learn and exchange best practices relevant to municipal budgeting, innovation, economic development, and organizational performance.

As the designated City representative, Keith will participate in educational sessions and collaborative discussions with leaders from across the country, share information regarding San José's innovation and economic development initiatives, and identify practices that may inform future City programs and policies. Participation in the program serves an official governmental purpose and will provide professional development and policy insights that benefit the City of San José.