



Memorandum

TO: City Council

FROM: Mayor Sam Liccardo

SUBJECT: RETROACTIVE REQUEST FOR TRAVEL

DATE: 9/19/17

APPROVED:

DATE: 9/19/17

RECOMMENDATION:

Retroactively authorize travel by Mayor Liccardo and Mayor's staff, Khanh Russo, Director of Strategic Partnerships, to New York City on September 28, 2017 as official representatives of the City of San José for meetings with philanthropic organizations regarding San José's key initiatives.

Authorization for: Mayor Sam Liccardo

Location: New York, NY

Meeting Date: September 28, 2017

Source of Funds: Mayor Office Budget

Purpose: Due to timing of scheduling meetings, Mayor Liccardo's travel to New York was not included in his prior travel memo for Washington D.C. Immediately following his trip to Washington D.C. for the rescheduled advocacy trip with Silicon Valley Leadership Group, Mayor Liccardo will fly over to New York where Khanh Russo will join him to meet with leaders from philanthropic organizations. The purpose of these meetings is to share San José's vision on key initiatives with the intention of garnering support to expand our City's programs.