



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Jennifer A. Maguire

**SUBJECT:** REQUEST TO TRAVEL

**DATE:** February 27, 2023

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## RECOMMENDATION

Authorize travel for City Manager Jennifer Maguire to Phoenix, Arizona on April 18 – 21, 2023 to participate in the San Jose Chamber of Commerce Annual Study Mission.

Authorization for: Jennifer Maguire

Location: Phoenix, Arizona

Meeting Dates: April 18 – 21, 2023

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 will focus on topics including downtown revitalization and small business recovery, affordable housing and homelessness, City-university relations, public-private art partnerships, neighborhood integration, and adaptive reuse and conversion. Attendees leave with practical knowledge that can be applied to our daily municipal challenges.

## 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