



# Memorandum

**TO:** CITY COUNCIL

**FROM:** Councilmember Lan Diep  
District 4

**SUBJECT:** AUTHORIZE TRAVEL TO  
BOSTON, MA

**DATE:** May 17, 2019

Approved

*Lan Diep*

Date

*5/17/19*

**RECOMMENDATION:**

1. Authorize travel for Councilmember Lan Diep to Boston, MA from June 25-28, 2019 to join a delegation representing San José at Harvard Business School's Young American Leaders Program;
2. Excuse Councilmember Lan Diep from the June 25, 2019 council meeting; and
3. Authorize the use of District 4 funds for incidental expenses related to official travel.

Authorization for: Councilmember Lan Diep

Location: Boston, MA

Travel Dates: June 25-28, 2019

Source of Funds: Knight Foundation (Travel and accommodations)  
District 4 Office Budget (Incidentals)

Purpose: Councilmember Diep will be part of a 10-person delegation representing San José at Harvard Business School's Young American Leaders Program. The San José delegation will join leaders from 14 U.S. cities to exchange ideas and consider how to best help our community prosper.