



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Mayor Matt Mahan

**SUBJECT:** REQUEST TO TRAVEL  
FOR MAYOR'S STAFF

**DATE:** March 17, 2026

Approved

Date 03/17/2026

- Recommendation:**
- 1) Authorize travel, accept travel payments to the City of San Jose, and designate the Mayor's Staff, Stephen Caines, as the City representative to attend the Bloomberg CityLab event in Madrid from April 26-29, 2026.
  - 2) Place the item on the April 7, 2026 City Council Agenda for action.

**Location:** Madrid, Spain

**Meeting Dates:** April 26-April 29, 2026

**Source of Funds:** The Aspen Institute, 501c3 (airfare, lodging, and meals)

**Purpose:** Bloomberg CityLab is an annual conference that brings together global mayors, city innovators, business leaders, urban experts, and advocates to identify and share replicable solutions to pressing urban challenges. Bloomberg Philanthropies has been a longstanding leader in the civic innovation space, supporting this work through grantmaking, research, and media. CityLab has historically included participation from the City of San José, including the Mayor and Chief Innovation Officers.

Stephen Caines, Chief Innovation Officer and Budget Director in the Mayor's Office, is proposed as the City's representative. In this role, he leads innovation initiatives and budget policy efforts and has subject matter expertise in emerging technologies, including artificial intelligence. He is a lawyer and published expert on the ethics and regulation of Surveillance AI. Participation in the event includes engagement with civic technology leaders and public sector practitioners, as well as sessions focused on emerging technologies in government, including a workshop for Chief Innovation Officers. Attendance will support the City's ongoing innovation efforts, including work related to the GovAI Coalition, and provide opportunities to exchange information, identify best practices, and develop partnerships. Designating Mr. Caines is consistent with his role and responsibilities and aligns with the subject matter and objectives of the event.