



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Debra Figone

SUBJECT: REQUEST TO TRAVEL

DATE: October 3, 2011

Recommendation: Authorize City Manager Debra Figone's travel to Portland, Oregon on October 19 – 21, 2011 for the annual San José Silicon Valley Chamber of Commerce City-to-City trip as one of the City's designated representatives.

Authorization for: City Manager Debra Figone

Location: Portland, Oregon

Meeting Dates: October 19-21, 2011

Source of Funds: City Manager's Non Personal Appropriation

Purpose: San José Silicon Valley Chamber of Commerce has selected Portland, Oregon for this years City-to-City trip to gather valuable information on its success in economic development, transportation, arts, culture and entertainment and downtown development.



Debra Figone
City Manager