City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To:

Matthew J. Fertal

From: Chet Yoshizaki

Dept.:

City Manager

Dept.: Economic Development

Subject:

AUTHORIZATION FOR

Date:

November 11, 2008

OUT-OF-STATE TRAVEL AND EXPENSE

REIMBURSEMENT FOR IAAPA CONVENTION

OBJECTIVE

To obtain authorization for out-of-state travel and expense reimbursement for the City Council related to the International Association of Amusement Parks and Attractions (IAAPA) convention in Orlando, Florida November 17-21, 2008.

BACKGROUND

On April 25, 2006, the City Council adopted a resolution establishing expense guidelines and an expense reimbursement policy for City Council and other legislative body members in compliance with Assembly Bill 1234 (AB 1234), the "Local Government Sunshine Bill", which became effective January 1, 2006. AB 1234 affects the City's policies affecting reimbursement for travel, meals, lodging, and other actual and necessary expenses of the Council and other members of the legislative body incurred in the performance of their official duties.

DISCUSSION

Members of the City Council may be attending the IAAPA convention in Orlando, Florida, on November 17-21, 2008, as part of a City-approved strategy for attracting amusement and entertainment businesses to International West. Pursuant to the City's newly adopted expense guidelines and reimbursement policy for City Council members, expenses for out-of-state travel require prior City Council approval. Expenses for travel expenses are to be reimbursed in accordance with the City's adopted policy.

FISCAL IMPACT

Funds for expenses related to the IAAPA convention are contained in the FY 2007-08 Budget in Council Contingency Package 0012.

Authorization For Out-Of-State Travel November 11, 2008 Page 2

COMMUNITY VISION IMPLEMENTATION

City Council participation at the IAAPA convention will assist in meeting the Community Vision and Strategic Plan goal to "improve the shopping, dining and entertainment opportunities available to the Garden Grove community."

RECOMMENDATION

It is recommended that the City Council:

 Authorize out-of-state travel and expense reimbursement, including any expenses exceeding \$1,500 per Council Member, for members of the City Council related to attendance at the IAAPA convention in Orlando, Florida on November 17-21, 2008 provided such expenses are otherwise consistent with the expense guidelines and reimbursement policy adopted at the City Council meeting on April 25, 2006.

CHET YOSHIZAKI

Economic Development Director

By: Greb Blodgett

Sr. Project Manager

mm(h:IAAPA/Out of State Travel sr 111108v3.doc)

Recommended for Approval

Matthew Fertal City Manager