

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew J. Fertal
Dept.: City Manager
Subject: APPROVAL OF TRAVEL RELATED EXPENSES
FOR TRAVEL TO SISTER CITY OF ANYANG,
KOREA AND TO WAR MUSEUMS/MEMORIALS
IN HAWAII

From: Maria Stipe
Dept.: City Manager
Date: June 11, 2013

OBJECTIVE

To obtain authorization for travel related expenses for the City Council, two staff members and a small performing arts group related to travel to Sister City of Anyang, Korea and to war museums/memorials in Hawaii from September 27 through October 6, 2013.

BACKGROUND/DISCUSSION

For almost 25 years, the City of Garden Grove has worked to foster friendship, understanding and cooperation with its Sister City in Anyang, Korea. This has been accomplished through support of the Sister City Association and annual student exchange program, various business meetings, as well as participation in a public employee exchange program. As part of the exchange program, the City of Anyang has recently sent high-level administrative employees to work for the City of Garden Grove for one-year terms at the full expense of the City of Anyang. Participants in the program have provided administrative support to Garden Grove while learning about the City's administrative practices.

This year, Anyang City will be celebrating their 40th anniversary. In order to commemorate the anniversary, the City of Anyang has invited the Mayor and City Council/City delegation to attend a celebration ceremony and variety of events and seminars that will take place from October 3-6, 2013. It has also been requested that the City delegation include a small performing arts group, which would represent Garden Grove during the opening ceremony and a performance at Anyang City's Welfare Facility.

Anyang City will provide all lodging, ground transportation, food, and interpreters for the full City delegation while staying in Anyang (4 days, 3 nights). The City will be responsible for the airfare of the City Council Members and associated travel costs that are not paid for by the City of Anyang as well as for airfare and any additional travel expenses for two accompanying staff and the performing art group, comprised of Miss California (former Miss Garden Grove) and two accompanying musicians.

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As part of this trip, Members of the City Council will also collect information from several museums and memorials to help plan Garden Grove's proposed Vietnam War Museum. Of special interest is Pearl Harbor in Oahu, Hawaii. City Council Members hope to incorporate concepts from Pearl Harbor's historic military memorials and museums into the future museum in Garden Grove. Additionally, the City Council and staff delegation will gather information from the Korean War Memorial Museum in Seoul, Korea.

Further, the City delegation will work to strengthen relationships with Korea's business community during the trip. As part of this effort, meetings will be conducted with various government officials and Korean businesses, including Samsung. It is hoped that Korean business can be encouraged to invest in Garden Grove.

Pursuant to the City's expense guidelines and reimbursement policy for City Council members, expenses for out-of-state and international travel require prior City Council approval.

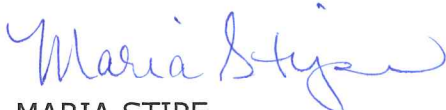
FISCAL IMPACT

Funds for expenses related to this trip are contained in the FY 2012-13 and proposed FY 2013-14 Budgets in Council Contingency Package 0012. The estimated cost is \$27,000.

RECOMMENDATION

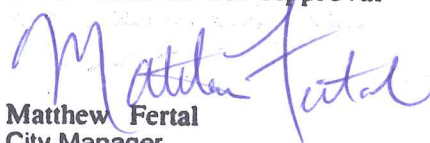
It is recommended that the City Council:

- Authorize travel related expenses for City Council Members related to travel to Sister City of Anyang, Korea and war museums/memorials in Hawaii from September 27 through October 6, 2013.
- Authorize travel related expenses for travel to Sister City of Anyang, Korea for two staff members (from September 29 through October 6, 2013) and a small performing arts group (from October 1 through October 6, 2013).



MARIA STIPE
Deputy City Manager

Recommended for Approval



Matthew Fertal
City Manager