

AUTHORIZATION FOR OUT-OF-STATE TRAVEL
AND EXPENSE REIMBURSEMENT FOR THE
CITY COUNCIL RELATED TO TRAVEL TO
WASHINGTON D.C.

April 8, 2008

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makers on SAFETEA-LU reauthorization. Accordingly, arrangements have been made for members of the City Council to travel to Washington D.C. on May 6 through May 8.

Pursuant to the City's expense guidelines and reimbursement policy for City Council members (see attachment), expenses for out-of-state travel require prior City Council approval. Expenses for travel, meals, lodging, and other actual and necessary expenses are to be reimbursed in accordance with the City's adopted policy.

FISCAL IMPACT

Funds for expenses related to the Washington D. C. trip are contained in the FY 2007-08 Budget in Council Contingency Package 0012.

COMMUNITY VISION IMPLEMENTATION

City Council participation in the SAFETEA-LU reauthorization process will assist in securing funding for improvements specifically identified in the Community Vision and Strategic Plan (i.e., maintaining and improving the City's transportation system).

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 travel to Washington D.C., on May 6 through May 8, provided such expenses are otherwise consistent with the expense guidelines and reimbursement policy adopted at the City Council meeting on April 25, 2006.

LES M. JONES II
Assistant City Manager

By: Maria Stipe
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Attachment: City of Garden Grove Expense Guidelines and Reimbursement Policy for City Council and Other Legislative Body Members