



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 1

Section Name: {{section.name}}

File ID: {{item.tracking_number}}

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: City Clerk's Office
MEETING DATE: June 03, 2019
SUBJECT:
Council Member Eric Rodriguez - Travel Authorization

RECOMMENDATION:

Approve the request for international travel and lodging for Council Member Eric Rodriguez, subject to the City Council Guidelines, as the City's official representative to celebrate the 40th Anniversary of the San Mateo-Toyonaka Baseball Exchange for youth taking place in Toyonaka, Japan from approximately July 28 to August 9, 2019.

BACKGROUND:

Since the 1980s the City of San Mateo and its sister city, Toyonaka, Japan, have held youth baseball tournaments every two years, alternating hosting the baseball teams in each country. This has been the most vibrant part of the sister city program. Toyonaka is planning a special celebration to commemorate the 40th anniversary of this exchange and has reached out to the City asking if an official representative will be attending this milestone event.

Projected costs for his airline ticket and lodging are between \$3,500 and \$5,000. Although this request does not require an appropriation or rise to the level of needing Council approval based on the dollar amount, it was determined that due to the unusual request to fund international travel and to be fully transparent, Council approval should be sought. Council took similar action for Deputy Mayor Freschet to attend the inaugural girls softball exchange last year.

BUDGET IMPACT:

There is sufficient funding in Council's existing operating budget to cover anticipated costs.

ENVIRONMENTAL DETERMINATION:

This travel authorization is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Council Guidelines: Chapter 8 – Financial Matters

STAFF CONTACT

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