



Mundialization Trip to Itabashi, Japan

October 2019

Estimated Final Trip Costs as of Nov 14, 2019.

Attendees: Mayor Meed Ward Mayor, City of Burlington
Rory Nisan City Councillor & Mundialization Committee council representative
Tim Commisso City Manager, City of Burlington
Lisa Palermo Mundialization Committee Clerk, City of Burlington
Ed Dorr Chair, Mundialization Committee
Rob Lyng Chair, Itabashi Subcommittee

ITEM	COST
Flights and Accommodations (6 people)	\$21900
Transfers (6 people)	\$638
Per Diem (4 individuals x \$70/day x 5 days)	\$1400
Wifi Hotspot	\$85
Official City Gift	\$2500
Other Gifts and packaging	\$4638
Total Costs	\$31161

Notes:

The cost of the Mayor and key city staff attending these trips are budgeted for in the city's budget process via input from the Mundialization Committee, who reports to City Council through Committee of the Whole.

The budget for mundialization is positioned to cover the greater expenses associated with anniversary years. The approval for anniversary trips was done by council in January of 2007 via report CL-01-07.

The Mundialization Committee has its own operating budget as a citizen committee to support its programs on an annual basis. This is presented annually as part of the greater citizen advisory committee budget. They also have a corporate mundialization initiatives account that exists to

support anniversary years. Additional reference to this account is found in report CL-06-19 to Committee of the Whole on April 1st of this year.

While many gifts to the City of Burlington were received while on the trip, such as a beautiful picture presented to us by Mayor Sakamoto, in addition to many gifts they brought during their trip here in July, it is challenging to accurately estimate their costs since we were not involved in their creation or purchase.