



CITY COUNCIL

CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII 96813-3065

ANN H. KOBAYASHI
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CHAIR, COMMITTEE ON BUDGET
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MEMORANDUM

Date: February 7, 2012

To: Clayton Wong, Fiscal Administrator

From: Councilmember Ann Kobayashi *AK*

Subject: Travel Report – Korea Trip

Pursuant to the adoption of Council Resolution 12-246, FDI, I was very fortunate to travel to South Korea to meet with representatives of the Incheon Metropolitan City Council from November 15 to November 21, 2012. The purpose of this trip was to promote cultural exchange between the two cities, and learn of Incheon's growing business environment for foreign-invested enterprises.

Attached are brief highlights. Please feel free to call me if you have any questions.

Thank you.

1. **Friday, November 16, 2012**
 - a. **Meeting with City Council Chair of Incheon.**
2. **Sunday, November 18, 2012**
 - b. **Meeting with government officials of the City of Daegu at Kongwachun**
 - i. Discussed various ways to improve our Sister-City relationship
3. **Monday, November 19, 2012**
 - c. **Meeting with Mayor Song-Young-gil of Incheon.**
 - i. Discussed various ways to improve our Sister-City relationship and the challenges facing our respective cities
4. **Tuesday, November 20, 2012**
 - d. **Visit of Incheon Free Economic Zone.**
 - e. **Meeting with the Deputy Mayor of Incheon**
 - f. **Meeting with City Council Chair Lee Sung-Man**
5. **Wednesday, November 21, 2012**
 - g. **Visited with the entire Seoul City Council**

City Council
City and County of Honolulu

CLAIM FOR TRAVEL REIMBURSEMENT

Date: November 30, 2012

Traveler: Councilmember Ann H. Kobayashi
 Event: Goodwill Tour to Incheon, South Korea
 Location: Incheon, South Korea
 Dates: From November 15, 2012 To November 21, 2012

Description	Amount	Notes:
1. Registration Fee		
2. Airfare	853.38	Paid total of \$1402.83 to upgrade-claiming economy fare
3. Hotel		
4. Meals		
5. Ground Transportation		
6. Tips		
7. Other		
Other		
Other		
8. Adjustment		
TOTAL REIMBURSEMENT	853.38	

This is to certify that the above data, based upon receipts submitted to Council Administrative Support Services via a CCLTRVL02 form, is accurate. Further, I am claiming reimbursement for expenses associated with a trip in which City business was conducted and personal funds were used to advance payment:


 Signature of Traveler

NOV 30 2012
 Date