



Memorandum

To: Mayor and Town Council
From: Patty McKenny, Town Clerk
Date: November 21, 2017
Subject: Sisterhood Exploration Visit 2018: Review identifying Vail delegation

I. SUMMARY

Souichi Nakamura, the representative appointed by Governor Shuichi Abe, Governor of Nagano and Mayor Takefushi, Yamanouchi-machi, Japan, has been working with town staff on travel arrangements for a Vail delegation to engage in an exploration visit for a sisterhood relationship. Mr. Nakamura has informed us that the preferred visit dates of the Japanese officials would be January 20 through January 26.

Delegation

Staff would like feedback about “who” would make-up the traveling delegation. Japan has budgeted covering associated costs for the trip for 10 people for four of the six travel days. The town’s 2018 budget currently includes travel for six people. Previous Vail delegations for sisterhood exploration visits have included town council members, staff, and community members and/or board members. The “objectives” of the sisterhood relationship may help in determining “who” might become part of the delegation. Visiting delegates may be those people who are able to provide dialogue on the focus areas; Japan exchange programming focus areas are proposed to include mountain tourism, transportation, and environmental sustainability. A proposed make-up of this delegation might include a number of council members, a community member involved with one of the exchange topics, the town manager, and staff representation from 1) environmental, 2) tourism and economic development, 3) and transportation. Determining the delegation at this meeting is important in order to make airline travel arrangements as soon as possible.

Estimated Costs

The 2018 budget included \$20K for the Sisterhood exploration trip. In light of the feedback from Japan about their recently approved budget for hosting Vail, which includes ten people, the town might consider increasing the delegation number up to ten people. In addition, the town would now be responsible for covering Day 2 and 3 of the trip. In summary, the additional considerations which would impact the budget include:

- ✓ Number of people traveling?
Travel with six people or up to ten people
- ✓ Airline arrangements, nonstop vs. one stop flights?
Non stop flights estimated at \$2600 and one stop flights estimated at \$1300 (traveling through one west coast city, i.e. San Francisco, LA, Seattle.)
- ✓ Number of travel days?
Stay with six travel days or reduce it a day or two which would eliminate time spent in Tokyo

Estimated expenses per person:

Travel nonstop flight and six days = estimated \$3700 pp

Travel one stop flight and six days = estimated \$2400 pp

Confirmed Travel Dates

Jan 20 – 26 (Saturday through Friday) – confirmed dates by Vail & Japan

Proposed Travel Itinerary (schedule is subject to change)

The planning details for the business meetings continue to be reviewed by town staff and Japanese officials and will be approved by town council once it is finalized. The proposed travel itinerary is below and may be adjusted based on need.

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|--------------------------|---|---|-----------------------------------|
| Day 1 & 2 Jan 20 & 21 | Travel Days | 1. Vail to Denver 2. Denver to Tokyo | Spend night in Tokyo |
| Day 3 Jan 22 | Touring Activities | 1. Tokyo Sightseeing | Spend night in Yamanouchi |
| Day 4 Jan 23 | | 1. Tokyo sightseeing 2. Travel to Yamanouchi 3. Dinner (TBD) | Spend night in Yamanouchi |
| Day 5 Jan 24 | Touring Activities Skiing Dinner | 1. Jigokudani Wild Snow Monkey Park 2. Ski Resort (Yakebitaiyama) 3. Welcome Dinner | Spend night at Ski area |
| Day 6 Jan 25 | Touring and Business Meeting | 1. Business Meeting with Yamanouchi 2. Travel to Nagano 3. Business meeting with Nagano Prefecture Governor and government officials | Spend night in Nagano or Tokyo |
| Day 7 Jan 26 | Travel Day | 1. Nagano to Tokyo 2. Tokyo to Denver 3. Denver to Vail | |