



Complete the yellow cells

Business Expense Statement (BES)

Exp-100421

Statement to be completed according to Admin. Reg. F-01

Form must be submitted by the 15th of the following month. Attach a memo to the Approving Authority with their approval

if late or grand total exceeds 10% of Travel Authorized.

BES expenses must be within 10% of Travel Request Authorization(TRA).

Name:	Michael Wilkes	Employee #	124720	Department:	CMO	
Business Expense Purpose:	NLC conference	Destination:	Washington, DC			
Departure Date:	3/10/24	Return Date:	3/13/24			
Comments:	0				E1 Budgeted Acct #	1001020.62220
Sharing hotel room? Whom with:						0

Total Expenses from TRA		BES	Paid with City PCard	Paid to Vendor	Paid by Employee		
Registration:	680.00	Registration:	680.00				
Airfare:	800.00	Airfare:			639.46		
Lodging:	1,173.00	Lodging:			1,165.29	Include all cost & fees - Itemized receipt for Lodging required	
Car Rental:	-	Car Rental:					
KCI Airport parking:	36.00	KCI Airport parking:			115.00		
		Meals Overnight Travel			Per Diem: Rate # of days		
		Search for City - GSA.gov website			79.00 4.0 316.00		
					Meals Provided will deduct from per diem:		
					Breakfast 19.00 2 38.00		
					Lunch 20.00 1 20.00		
					Dinner 35.00 1 35.00		
Per Diem for Meals:	242.00	M&IE Meal breakdown will auto populate					
		No receipts required			223.00		
		STOP					
		Go to Page 2 Now and complete then RETURN here to allocate expense & complete the BES					
		Allocate Page 2 Totals to yellow cells	Paid with City PCard	Paid to Vendor	Paid by Employee	Totals from page 2	
Private Vehicle Mileage:	52.40	Mileage:			53.60	53.60	Comments:
Cab/Shuttle fares/		Cab/Shuttle fares/					
Tolls/Baggage fees:	150.00	Tolls/Baggage fees:			268.99	268.99	
Fuel - City Vehicle:	-	Fuel - City Vehicle:					
		Business Meeting:					
Miscellaneous Expense:	-	Miscellaneous Expense:					
TOTAL TRA ESTIMATED EXPENSES	3,133.40	TOTAL EXPENSES	3,145.34				

Total Expensed paid by employee 2,465.34

Travel Advance issued to Employee -

Amount owed Employee/ (owed to City) 2,465.34

ACH direct deposit rather than a check
can be provided. Complete and submit
AP ACH form

I certify that I have incurred all of the expenses listed above on behalf of the City and that they are directly related to the active conduct of the City's business.

Employee Signature

Date

Division Manager Signature

Date

Department Manager

Date

City Manager Signature (if required)

Date

Page 1 of 2

3/26/24

Business Expense Statement continued

Name: Michael Wilkes
 Business Expense Purpose: Washington, DC

Department: CMO

Mileage Calculation:

Mileage log may be used for detail		Rate	\$0.660
Date	Destination	Miles	Amount
	airport roundtrip	80	53.60
			-
			-
			-
			-
Total			53.60

Cab/Shuttle fares/Tolls:

Date	Description	Amount
3/10/24	alexandria cab	21.53
3/11/24	\$12.86, \$5., \$14.10, \$5.,	36.96
3/12/24	\$22.70, \$26.81, \$4.02, \$14.59, \$5, \$36.79, \$7.35	117.26
3/13/24	25.88, \$5.17, \$26.90, \$6.72, \$22.86, \$5.71	93.24
Total		268.99

Fuel - City Vehicle:

Date	Amount
Total	-

Meals Local:

Date	Breakfast	Lunch	Dinner	Maximum allowed:
				Breakfast 15.00
				Lunch 16.00
				Dinner 28.00
				Receipts are required
Total	-			

Business Meeting & Guests:

Date	Purpose	Firm & Persons Present	Amount
Total			-

Miscellaneous Expense:

Date	Description	Amount
Total		-

Expense Report	
Expense Report Number	EXP-1001421
Company	City Of Olathe
Report Date	03/18/2024
Start Date	03/10/2024
End Date	03/18/2024

Pay To	
Name	Employee: Cathy Marks
Email	CMMarks@OLATHEKS.ORG
Work Phone	+1 (913) 9718940
Address	100 E SANTA FE ST Olathe, KS 66061 United States of America

Amounts	
Reimbursement Currency	USD
Reimbursement Amount	2,466.34
Cash Advance Applied Amount	0.00
Personal Amount	0.00
Company Paid Credit Card Amount	0.00
Expense Report Total Amount	2,466.34

Expense Report Lines

Date	Expense Item	Amount	Memo	Receipt Attached	Itemized
03/10/2024	Taxi and Ground Travel	268.99 USD		Yes	
03/18/2024	Daily Per Diem	224.00 USD			
03/18/2024	Lodging Accomodations	1,165.29 USD		Yes	
03/18/2024	Airfare	639.46 USD		Yes	
03/18/2024	Airport Parking	115.00 USD		Yes	
03/18/2024	Mileage - Travel Related	53.60 USD			

Signature

Date



Complete the yellow cells

Travel Request and Authorization (TRA)

This form is required for all overnight travel or if local registration is over \$1000 and must be approved in advance. Advances will not be issued for local expenses. (Admin Guideline F-01).

TRA estimate expenses must be within 10% of Business Expense Stmt(BES).

Name:	Michael Wilkes	Employee #	124702	Department	CMO
Purpose of Travel:	NLC conference		Destination: Washington, DC		
Departure Date:	3/10/24	Return Date:	3/13/24		
Comments:					
Sharing hotel room?	Whom with:	E1 Budgeted Account #		1001020.62220	

	Amount to City PCard	Amount to Vendor	Amount to Employee				
Registration:	680.00						
Airfare:	800.00			Lodging Rate	# days	15%	Total
Lodging:	1,173.00			340.00	per day @	3	51.00
Car Rental:				1,173.00			
KCI Airport parking:		36.00					
Per Diem for Meals:	Meals Overnight Travel			Per Diem for Meals	Rate	# of days	
	Search for City - GSA.gov website			Per Diem rate	64.00	4.0	256.00
	Enter Per Diem Rate (cell F21)			M&IE Breakdown - Deduct meals provided			
				Breakfast	14.00	1	14.00
				Lunch	16.00		-
				Dinner	29.00		-
	M&IE Meal breakdown will auto populate						
	No receipts required			242.00			
Private Vehicle Mileage:				80	Miles @	0.655	per mile
Cab/Shuttle fares/							
Tolls/Baggage fees:	150.00						
Fuel - City Vehicle:							
Other:				Describe:			

Amount Charge on City P Card 2,803.00

Amount to Vendors 36.00

Travel Advance = Amount to Employee 294.40

TOTAL ESTIMATED EXPENSES 3,133.40

ACH direct deposit rather than a check

can be provided. Complete and submit -

AP ACH Form

Employee Signature

Division Manager Signature

Department Director Signature

City Manager Signature (if required)

Approved Disapproved Date

<input type="checkbox"/>	<input type="checkbox"/>	
--------------------------	--------------------------	--

<input type="checkbox"/>	<input type="checkbox"/>	
--------------------------	--------------------------	--

<input checked="" type="checkbox"/>	<input type="checkbox"/>	1/17/24
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CONGRESSIONAL CITY CONFERENCE

March
11-13
2024

EXECUTIVE EDUCATION AND PRE-CONFERENCE ACTIVITIES

MARCH 9 - 10, 2024

*** Please do not reply to this e-mail. It was sent from an automated system. ***

Thank you for registering for 2024 Congressional City Conference. We are excited to see you in March! Remember that <https://ccc.nlc.org/> is your online resource for conference schedule, speakers and special events.

This is your official confirmation for conference payment as well as your hotel reservation. Please print this receipt and retain it for your records. Changes and additions can be made by clicking the link below.

Profile

Confirmation ID: 3275

Michael Wilkes

City of Olathe

City of Olathe

PO Box 768

Olathe, KS 66051

85861716



3275

Scan this QR code at any self-service
registration counter to print your badge.
Valid photo ID will be required.

Registration Details

Michael Wilkes

Registration Type: NLC Member, Early Bird (Nov 18th - Feb 19th)

Description	Item Total
Hill Day (Qty: 1)	\$0.00
Registration (Qty: 1)	\$680.00
Total Registration Fees:	\$680.00
Total Registration Paid:	(\$680.00)
Current Balance:	\$0.00

Housing Details

WESTIN WASHINGTON DC HOTEL

999 9th St., N.W.
Washington, DC 20001-4427

Phone: 202-898-9000
Fax: 202-682-3419

Status	Category	Occupancy
CONFIRM	RUN OF HOUSE	Adults: 1
Arrival	Departure	Guests in Room

Status	Category	Occupancy
10 March 2024	13 March 2024	Michael Wilkes
Daily Rate	Room Tax	Deposit
\$335.00	15.95%	Credit Card Guarantee Cathy Marks *****0465
Resort Fee	Occupancy Tax	
\$0.00	\$0.00	Note: Taxes and fees are subject to change without notice
Estimated Reservation Charges		
\$1,165.30		
Hotel Cancellation Policy		
<p>A credit card with an expiration date of March 2024 or later is required in order to secure your hotel reservation. Your confirmed hotel may charge a deposit to your credit card equal to one night's room and tax for each reservation. This deposit will be charged on or after March 1, 2024.</p> <p>Cancellation within 72 hours of your scheduled arrival will result in forfeiture of your entire deposit as a late cancellation penalty. Failure to check-in on your scheduled arrival date will result in this same cancellation charge and cancellation of any remaining nights of your reservation.</p>		
Total Charges	Paid	Balance Due
\$0.00	\$0.00	\$0.00

Financial Summary

Total Housing Fees:	\$0.00
Total Amount Applied to Housing:	\$0.00
Housing Balance:	\$0.00
Total of All Fees:	\$680.00

Total Amount Applied to All Fees:	(\$680.00)
Total Balance Due:	\$0.00

Payment History

Payment #1	
01/25/2024 — \$680.00 [Payment] Cathy Marks / Visa / *****0465	
Payment Allocation	
01/25/2024 — Applied: Michael Wilkes's Hotel Reservation	\$0.00
01/25/2024 — Applied: Michael Wilkes's Registration	\$680.00
Total Amount Applied:	\$680.00
Payment Totals	
Total Payments:	\$680.00
Total Refunds:	\$0.00
Total Net Paid:	\$680.00

Cancellation Policy

All requests must be sent in writing to NLC@maritz.com by February 16th, 2024, and are subject to a \$100 cancellation fee. No partial refunds will be made if you decide not to attend particular functions. No registrations nor cancellations will be accepted by telephone. No cancellations will be accepted after February 16th, 2024. Substitutions are permitted and can be made at any time.

Group Registration Policy

Groups of five or more will receive a complimentary sixth registration, provided the registrations are paid in full. To receive the group incentive, all individuals must register at the same time.

After Group Registration is completed, each team member will receive a confirmation.

Group Cancellation Policy

No refunds will be given to those who previously registered as individuals. Group registrations do not apply to these registration categories: spouse, student, youth chaperone or youth delegates. Substitutions are welcome. All changes and cancellation requests must be made in writing to NLC@maritz.com.

Questions?

For registration or housing information corrections, please contact:

NLC Registration and Housing Center Information c/o Maritz Global Events

Phone: (864) 208-2901

Email: NLC@maritz.com

[Maritz Privacy Policy](#) | [Maritz Terms of Use](#)

FLIGHT
0448DEPARTS
DCA 12:45PM
Wash. D.C. (Reagan)ARRIVES
MCI 02:35PM
Kansas City

mar 13

Payment information

Total cost

Air - 4EXA86

Base Fare	\$	373.73
U.S. Transportation Tax	\$	28.03
U.S. 9/11 Security Fee	\$	11.20
U.S. Flight Segment Tax	\$	10.00
U.S. Passenger Facility Chg	\$	9.00
EarlyBird	\$	40.00
Total	\$	471.96

Payment

Visa ending in 8711

Date: January 30, 2024

Payment Amount: \$431.96

Visa ending in 8711

Date: January 30, 2024

Payment Amount: \$20.00

Visa ending in 8711

Date: January 30, 2024

Payment Amount: \$20.00

+ 167.50 =

Fare rules: If you decide to make a change to your current itinerary it may result in a fare increase.

Your ticket number: 5262251316752

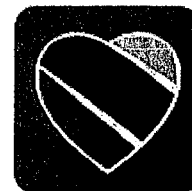
639.46

All your perks, all in one place. (Plus a few reminders.)**Wanna Get Away® fare:** Your two bags fly free®, no change or cancel fees, and 6X Rapid Rewards® points. **NEW** – Free same-day standby (taxes and fees may apply). [Learn more.](#)Make sure you know when to arrive at your airport. Times vary by city.

If your plans change, cancel your reservation at least 10 minutes before the original scheduled departure time of your flight to receive a flight credit. If you don't cancel your reservation in time, your funds will be forfeited.

Prepare for takeoff

Use our app to make changes to your trip, get a boarding pass, & more.



Download app now



Download app now

You're going to Wash. D.C. (Reagan) on 03/10 (4EXA86)!

From: Southwest Airlines (southwestairlines@ifly.southwest.com)

To: wilkes469@yahoo.com

Date: Thursday, February 1, 2024 at 08:36 AM CST

Here's your itinerary & receipt. See ya soon!

[View our mobile site](#) | [View in browser](#)



[Manage Flight](#) | [Flight Status](#) | [My Account](#)



Hi John Michael,

We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

MARCH 10 - MARCH 13

MCI → DCA

Kansas City to Wash. D.C. (Reagan)

Confirmation # **4EXA86**

Confirmation date: 01/30/2024

PASSENGER	John Michael Wilkes
RAPID REWARDS #	607132676
TICKET #	5262251316752
EST. POINTS EARNED	2,243

Rapid Rewards® points are only estimations.

Your itinerary

Flight 1: Sunday, 03/10/2024 Est. Travel Time: 2h 15m Wanna Get Away®

	DEPARTS	ARRIVES
FLIGHT # 1368	MCI 06:40PM	DCA 09:55PM
	Kansas City	Wash. D.C. (Reagan)

Flight 2: Wednesday, 03/13/2024 Est. Travel Time: 2h 50m Wanna Get Away®

John Michael Wilkes's 03/10 Wash. D.C. (Reagan) trip (4EXA86): Your change is confirmed.

From: Southwest Airlines (southwestairlines@ifly.southwest.com)
To: wilkes469@yahoo.com
Date: Wednesday, February 28, 2024 at 01:35 PM CST

Here's your updated itinerary and trip receipt.
[View our mobile site](#) | [View in browser](#)



[Manage Flight](#) | [Flight Status](#) | [My Account](#)



Hi John Michael,
We've confirmed the change to your trip. Below you'll find your updated itinerary, important travel information, and trip receipt. See you onboard soon!

MARCH 10

MCI ✈ DCA

Kansas City to Wash. D.C. (Reagan)

Confirmation # **4EXA86**

Confirmation date: 02/28/2024

PASSENGER John Michael Wilkes
RAPID REWARDS # 607132676
TICKET # 5262262557876
EST. POINTS EARNED 3,150

Rapid Rewards® points are only estimations.

Your itinerary

Flight 1: Sunday, 03/10/2024 Est. Travel Time: 2h 15m Wanna Get Away®

FLIGHT # 1368	DEPARTS	ARRIVES
	MCI 06:40PM	 DCA 09:55PM
	Kansas City	Wash. D.C. (Reagan)

Flight 2: Wednesday, 03/13/2024 Est. Travel Time: 5h 55m Wanna Get Away®

FLIGHT
4096

DEPARTS

DCA 09:10AM


Wash. D.C. (Reagan)

ARRIVES

DAL 11:45AM

Dallas (Love)

-

Stop:  Change planes

FLIGHT
3663

DEPARTS

DAL 12:55PM

Dallas (Love)

ARRIVES

SAT 02:05PM

San Antonio

Payment information

Total cost		Payment
Air - 4EXA86		Visa ending in 8711
Base Fare	\$ 524.89	Date: February 28, 2024
U.S. Transportation Tax	\$ 39.37	Payment Amount: \$167.50
U.S. Flight Segment Tax	\$ 15.00	Credit from ticket: #5262251316752 to #5262262557876
U.S. 9/11 Security Fee	\$ 11.20	Date: January 30, 2024
U.S. Passenger Facility Chg	\$ 9.00	
Total	\$ 599.46	


EarlyBird Check-In

The EarlyBird Check-In® was paid in full at the time of your original booking, and has been applied to this change. No further action is required.


Fare rules: If you decide to make a change to your current itinerary it may result in a fare increase.

Your ticket number: 5262262557876


All your perks, all in one place. (Plus a few reminders.)



Wanna Get Away® fare: Your two bags fly free®, no change or cancel fees, and 6X Rapid Rewards® points. **NEW** – Free same-day standby (taxes and fees may apply). [Learn more.](#)



Make sure you know when to arrive at your airport. Times vary by city.



If your plans change, cancel your reservation at least 10 minutes before the original scheduled departure time of your flight to receive a flight credit. If you don't cancel your reservation in time, your funds will be forfeited.

Prepare for takeoff

about:blank

2/4

The Westin Washington DC Downtown
999 9th Street NW
Washington, DC 20001



Tel: 202-898-9000 Fax: 202-289-0947

MICHAEL WILKES
NA1659 - NATIONAL LEAGUE OF CITIES

Page Number : 1
Guest Number : 76403
Folio ID : A
Arrive Date : 10-MAR-24 23:00
Depart Date : 13-MAR-24
No. Of Guest : 1
Room Number : 736
Marriott Bonvoy Number : 4938

Information Invoice

Westin Washington DC MAR-13-2024 05:30 9999

Date	Reference	Description	Charges (USD)	Credits (USD)
10-MAR-24	RT736	Room Chrg - GRP Association	335.00	
10-MAR-24	RT736	Room Tax - 15.95%	53.43	
11-MAR-24	RT736	Room Chrg - GRP Association	335.00	
11-MAR-24	RT736	Room Tax - 15.95%	53.43	
12-MAR-24	RT736	Room Chrg - GRP Association	335.00	
12-MAR-24	RT736	Room Tax - 15.95%	53.43	
MAR-13-2024	VI	Visa		-1165.29

Approve EMV Receipt for VI - 7062: Signature Captured
Application Label: VISA CREDIT AID: A0000000031010
ARC: 00 IAD: 06011203602002 TSI: E800 TVR: 0000008000

** Total 1165.29 -1165.29
*** Balance 0.00

I agreed to pay all room & incidental charges.

Continued on the next page

The Westin Washington DC Downtown
999 9th Street NW
Washington, DC 20001

Tel: 202-898-9000 Fax: 202-289-0947



MICHAEL WILKES
NA1659 - NATIONAL LEAGUE OF CITIES

Page Number : 2
Guest Number : 76403
Folio ID : A
Arrive Date : 10-MAR-24 23:00
Depart Date : 13-MAR-24
No. Of Guest : 1
Room Number : 736
Marriott Bonvoy Number : 4938

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

See our "Privacy & Cookie Statement" on [Marriott.com](https://www.marriott.com/privacy)

EXPENSE SUMMARY REPORT

Currency: USD

Date	Room	F&B	Misc	Room Tax	Other	Total	Payment
03-10-2024	335.00	0.00	0.00	53.43	0.00	388.43	0.00
03-11-2024	335.00	0.00	0.00	53.43	0.00	388.43	0.00
03-12-2024	335.00	0.00	0.00	53.43	0.00	388.43	0.00
	-----	-----	-----	-----	-----	-----	-----
Total	1005.00	0.00	0.00	160.29	0.00	1165.29	0.00

Signature_____

Bring the Westin experience home. Shop [WestinStore.com](https://www.westinstore.com).

Michael

KC International Airport
Garage/Surface Parking
KC Airport Parking
400 Panama City Ave
KCMO 64152
DATE: 03/14/24
TIME: 10:40 PM

Receipt No. 416/395/91/2
* Copy *

Ticket: **20369942**

Entry : 03/10/24 05:50 PM

LPR : 649GUV

Amount **115.00**

Credit: 115.00

Trans ID : 763771194

Card No. : xxxxxxxxxxxx7062

Card Type: VISA

816.243.5870

Thank you for parking with us
Have a great day

\$21⁵³

Posted on Monday, March 11, 2024

SQ *UNION ALEXANDRIA TAX



Appears on your statement as:

SQ *UNION ALEXANDRIA TAX ALEXANDRIA
VA 22302 US

Made by ...7062 on Sunday, March 10, 2024

To help you identify your purchases, we may provide additional information about your transactions, including the company name, address, phone number, marks, and logos. This additional information might not be accurate and does not imply any affiliation between Capital One and the company. Always refer to the original transaction descriptions that appear on your statement.

[VIEW ORDER](#)

[REPORT A PROBLEM](#)

Michael

Uber

Uber Technologies, Inc
March 11, 2024 . PAYMENT

-\$12.86

Paid with

(CAPITOL FEDERAL

\$12.86

SAVINGS BANK x-1016)

on March 11, 2024

Your backup is VISA x-2882

Transaction ID

2D898026T44892503

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

1ajNwTliG7zjSEPIDTq8Sya0

Purchase details

Purchase amount

\$12.86

Total

\$12.86

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 7, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 11, 2024 . PAYMENT

-\$5.00

Paid with

(CAPITOL FEDERAL

\$5.00

SAVINGS BANK x-

1016)

Your backup is VISA x-2882

Transaction ID

8T888527DY8034900

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

1I5J8zJ51icPoKkR8Izxhea0

Purchase details

Purchase amount

\$5.00

Total

\$5.00

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 7, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 11, 2024 . PAYMENT

-\$14.10

Paid with

(CAPITOL FEDERAL

\$14.10

SAVINGS BANK x-

1016)

on March 11, 2024

Your backup is VISA x-2882

Transaction ID

27X334512E194993Y

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

3Rkqb7e1GZGtSbWMHAB6EBa0

Purchase details

Purchase amount

\$14.21

Total

\$14.10

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 7, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 11, 2024 . PAYMENT

-\$5.00

Paid with

(CAPITOL FEDERAL

\$5.00

SAVINGS BANK x-

1016)

Your backup is VISA x-2882

Transaction ID

9H31633771028073S

Seller info

Uber Technologies, Inc

866-576-1039

Invoice ID

7ziLasiLr620cShAeEg2o0a0

Purchase details

Purchase amount

\$5.00

Total

\$5.00

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 7, 2024**. You may be eligible for purchase protection

[←](#) Details

\$22⁷⁰

Posted on Wednesday, March 13, 2024

SQ *UVC INC



Appears on your statement as:

SQ *UVC INC Washington DC 20018 US

Made by ...7062 on Tuesday, March 12, 2024

To help you identify your purchases, we may provide additional information about your transactions, including the company name, address, phone number, marks, and logos. This additional information might not be accurate and does not imply any affiliation between Capital One and the company. Always refer to the original transaction descriptions that appear on your statement.

[VIEW ORDER](#)

[REPORT A PROBLEM](#)

Uber

Uber Technologies, Inc

March 12, 2024 . PAYMENT

-\$26.81

Paid with

(CAPITOL FEDERAL

\$26.81

SAVINGS BANK x-

1016)

on March 12, 2024

Your backup is VISA x-2882

Transaction ID

4YS3200009805944K

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

4o75Y3GT8rarzgJxDrvkWla0

Purchase details

Purchase amount

\$26.82

Total

\$26.81

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 8, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 12, 2024 . PAYMENT

-\$4.02

Paid with

(CAPITOL FEDERAL

\$4.02

SAVINGS BANK x-

1016)

Your backup is VISA x-2882

Transaction ID

14J119079G387630G

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

3B8RtEoVOzwHiFd0fznOA0a0

Purchase details

Purchase amount

\$4.02

Total

\$4.02

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 8, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 12, 2024 . PAYMENT

-\$14.59

Paid with

(CAPITOL FEDERAL

\$14.59

SAVINGS BANK x-

1016)

on March 12, 2024

Your backup is VISA x-2882

Transaction ID

28T21758J6273723R

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

4aj2O29BtfnHMwa9JJxia3a0

Purchase details

Purchase amount

\$14.70

Total

\$14.59

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 8, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 12, 2024 . PAYMENT

-\$5.00

Paid with

(CAPITOL FEDERAL

\$5.00

SAVINGS BANK x-

1016)

Your backup is VISA x-2882

Transaction ID

22J40535J79328530

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

64RHn1piQsMMMHscX7IShWa0

Purchase details

Purchase amount

\$5.00

Total

\$5.00

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 8, 2024**. You may be eligible for purchase protection

Uber **Uber Technologies, Inc** **-\$36.79**
March 12, 2024 . PAYMENT

Paid with

(CAPITOL FEDERAL SAVINGS BANK x-1016) \$36.79

on March 12, 2024

Your backup is VISA x-2882

Transaction ID

705159966P494543S

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

2blrtxTHk9bU8l8HFI3T8La0

Purchase details

Purchase amount \$36.79

Total \$36.79

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 8, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 12, 2024 . PAYMENT

-\$7.35

Paid with

(CAPITOL FEDERAL

\$7.35

SAVINGS BANK x-

1016)

Your backup is VISA x-2882

Transaction ID

1V105052LT472900B

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

1ayotp3fugLjUHjF8XcDc4a0

Purchase details

Purchase amount

\$7.35

Total

\$7.35

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 8, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 13, 2024 . PAYMENT

-\$25.88

Paid with		Seller info	
(CAPITOL FEDERAL SAVINGS BANK x-1016)		Uber Technologies, Inc 866-576-1039	
on March 13, 2024		Invoice ID 4Z21ENN3xoLmrJdcraRtFYa0	
Your backup is VISA x-2882		Purchase details	
		Purchase amount	\$25.89
Transaction ID		Total	
74039163SM654411S		\$25.88	

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 9, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 13, 2024 . PAYMENT

-\$5.17

Paid with

(CAPITOL FEDERAL

\$5.17

SAVINGS BANK x-

1016)

Your backup is VISA x-2882

Transaction ID

3E784067KH720683J

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

5MNIcVFA5Ph9WOfBdfq1uga0

Purchase details

Purchase amount

\$5.17

Total

\$5.17

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 9, 2024**. You may be **eligible for purchase protection**

Uber

Uber Technologies, Inc

March 13, 2024 . PAYMENT

-\$26.90

Paid with

(CAPITOL FEDERAL

\$26.90

SAVINGS BANK x-

1016)

on March 13, 2024

Your backup is VISA x-2882

Transaction ID

52D57796JD748051A

Seller info

Uber Technologies, Inc

866-576-1039

Invoice ID

6iKHpMxDY0zO0VvSK995yxa0

Purchase details

Purchase amount

\$26.90

Total

\$26.90

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 9, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 13, 2024 . PAYMENT

-\$6.72

Paid with

(CAPITOL FEDERAL

\$6.72

SAVINGS BANK x-

1016)

Your backup is VISA x-2882

Transaction ID

6TA922884B973890B

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

59gfzEnyP94dQoKYr678zSa0

Purchase details

Purchase amount

\$6.72

Total

\$6.72

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 9, 2024**. You may be eligible for purchase protection

Uber **Uber Technologies, Inc** **-\$22.86**
March 13, 2024 . PAYMENT

Paid with

(CAPITOL FEDERAL SAVINGS BANK x-1016) \$22.86

on March 13, 2024

Your backup is VISA x-2882

Transaction ID

8SG3396863209633P

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

2q7IT1L4nSxBaOR4FBT7BOa0

Purchase details

Purchase amount \$22.86

Total \$22.86

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 9, 2024**. You may be eligible for purchase protection

Uber

Uber Technologies, Inc

March 13, 2024 . PAYMENT

-\$5.71

Paid with

(CAPITOL FEDERAL

\$5.71

SAVINGS BANK x-

1016)

Your backup is VISA x-2882

Transaction ID

6S575637AP1591148

Seller info

Uber Technologies, Inc
866-576-1039

Invoice ID

13L6mzSc9E2QaDUnc3sVO8a0

Purchase details

Purchase amount

\$5.71

Total

\$5.71

Need help?

If there's a problem, make sure to contact the seller through PayPal by **September 9, 2024**. You may be eligible for purchase protection

3/20/21

Business Expense Statement continued

Name: Michael Wilkes
 Business Expense Purpose: San Antonio, TX

Department: CMO

Mileage Calculation:

<i>Mileage log may be used for detail</i>		Rate	\$0.655
Date	Destination	Miles	Amount
	no roundtrip-paid on the DC trip		-
			-
			-
			-
			-
Total			-

Cab/Shuttle fares/Tolls:

Date	Description	Amount
Total		-

Fuel - City Vehicle:

Date	Amount
Total	-

Meals Local:

Date	Breakfast	Lunch	Dinner	Maximum allowed:
				Breakfast 15.00
				Lunch 16.00
				Dinner 28.00
Total				-

Receipts are required

Business Meeting & Guests:

Date	Purpose	Firm & Persons Present	Amount
Total			-

Miscellaneous Expense:

Date	Description	Amount
Total		-

Expense Report	
Expense Report Number	EXP-1001429
Company	City Of Olathe
Report Date	03/19/2024
Start Date	03/14/2024
End Date	03/14/2024

Pay To	
Name	Employee: Michael Wilkes
Email	JMWilkes@OLATHEKS.ORG
Work Phone	+1 (913) 9718701
Address	100 E SANTA FE ST Olathe, KS 66061 United States of America

Amounts	
Reimbursement Currency	USD
Reimbursement Amount	678.47
Cash Advance Applied Amount	0.00
Personal Amount	0.00
Company Paid Credit Card Amount	0.00
Expense Report Total Amount	678.47

Expense Report Lines

Date	Expense Item	Amount	Memo	Receipt Attached	Itemized
03/14/2024	Lodging Accomodations	225.49 USD		Yes	
03/14/2024	Airfare	388.98 USD		Yes	
03/14/2024	Daily Per Diem	64.00 USD		Yes	

Signature

Date



ESTANCIA DEL NORTE - TAPESTRY COLLECTION
BY HILTON
37 NE LOOP 410 AT MCCULLOUGH
SAN ANTONIO, TX 78216
United States of America
TELEPHONE 210-366-2424 • FAX 210-341-0410
Reservations
www.hilton.com or 1 800 HILTONS

WILKES, MICHAEL

14184 W. 156TH LANE

OLATHE KS 66062
UNITED STATES OF AMERICA

Room No: 542/K1RO
Arrival Date: 3/13/2024 3:57:00 PM
Departure Date: 3/14/2024 2:47:00 PM
Adult/Child: 1/0
Cashier ID: CADO
Room Rate: 190.76
AL:
HH # 937523655 SILVER
VAT #
Folio No/Che 186658 B

Confirmation Number: 3482853888

ESTANCIA DEL NORTE - TAPESTRY COLLECTION BY HILTON 3/14/2024
2:46:00 PM

DATE	DESCRIPTION	ID	REF NO	CHARGES	CREDIT	BALANCE
3/8/2024	Advance Deposit	TIJO	714111		(\$225.49)	
3/13/2024	GUEST ROOM	JERO	717667	\$190.76		
3/13/2024	TOURISM PID FEE	JERO	717667	\$2.38		
3/13/2024	RM STATE TAX	JERO	717667	\$11.59		
3/13/2024	RM CITY TAX	JERO	717667	\$17.38		
3/13/2024	RM COUNTY TAX	JERO	717667	\$3.38		
BALANCE						\$0.00

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 6,500+ hotels and resorts in 119 countries, please visit [Honors.com](https://hiltonhonors.com)



Thanks for flying with us!

Trip summary

San Antonio

Flight

CONFIRMATION #
3A88NZ

MAR 14
SAT → MCI

FLIGHT TOTAL
\$388.98

3/14 - Kansas City

MAR 14
San Antonio, TX to Kansas City, MO

Confirmation # 3A88NZ

PASSENGERS	EST. POINTS	EXTRAS	FARE
John Michael Wilkes Rapid Rewards® Acct # 607132676 Known Traveler # TT11VFQNR	+ 2,563 ^{PTS}		Wanna Get Away Plus

DEPARTS

5:00 PM

SAT

San Antonio, TX - SAT

ARRIVES

6:10 PM

DAL

Dallas (Love Field), TX - DAL

stop 1: Dallas (Love Field), TX - DAL

FLIGHT
727

SCHEDULED AIRCRAFT
Boeing 737-700
Subject to change

TRAVEL TIME
1hr 10min

Wanna Get Away Plus
(Passenger x1)

\$320.35

EarlyBird Check-In®
(One-way trip x1)

\$20.00

DEPARTS

7:35 PM

ARRIVES

9:00 PM

DAL
Dallas (Love Field), TX - DAL

MCI
Kansas City, MO - MCI

FLIGHT
676  
SCHEDULED AIRCRAFT
Boeing 737-800
Subject to change

TRAVEL TIME
1hr 25min

SUBTOTAL
\$340.35

Taxes & fees \$48.63

Flight total **\$388.98**


Icon legend

-  WiFi available
-  Live TV available
-  EarlyBird Check-In®
-  Change planes

Helpful Information:

- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards points, your points balance may not immediately update in your account.
- REAL ID Requirement:** Do you have a **REAL ID**? Beginning May 7, 2025, you will need a state-issued **REAL ID** compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit www.tsa.gov for a list of acceptable forms of ID and additional information regarding **REAL ID** requirement.

Payment summary

PAYMENT INFORMATION			AMOUNT PAID
	Rapid Rewards Visa ... XXXXXXXXXXXX8711 Expiration: 9/25	CARD HOLDER Michael Wilkes	
		BILLING ADDRESS 14184 W 156Th Ln Olathe, KS US 66062	\$388.98

Total charged

SUBTOTAL	\$340.35
TAXES & FEES	\$48.63
TOTAL DOLLARS	\$388.98

Show price breakdown