



# City of Olathe

## Legislation Details (With Text)

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**File #:** G24-4341

**Type:** Council Consent      **Status:** Passed

**File created:** 4/22/2024      **In control:** City Council

**On agenda:** 5/7/2024      **Final action:** 5/7/2024

**Title:** Consideration of Travel Request Authorization for City Manager Michael Wilkes and Councilmembers to visit Washington, DC from May 14 to the 16th.

**Sponsors:** Cathy Marks

**Indexes:**

**Code sections:**

**Attachments:** 1. Michael TRA for May DC trip, 2. John TRA for May DC trip, 3. Robyn TRA May DC trip, 4. Dean TRA for May DC trip, 5. Matt TRA May DC trip

| Date     | Ver. | Action By    | Action   | Result |
|----------|------|--------------|----------|--------|
| 5/7/2024 | 2    | City Council | approved | Pass   |

**FOCUS AREA:** City Manager's Office

**STAFF CONTACT:** Cathy Marks

**SUBJECT:** Consideration of Travel Request Authorization for City Manager Michael Wilkes and Councilmembers to visit Washington, DC.

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**TITLE:**

Consideration of Travel Request Authorization for City Manager Michael Wilkes, Mayor Bacon and Councilmembers Robyn Essex, Dean Vakas and Matthew Schoonover to visit Washington, DC from May 14 to the 16<sup>th</sup>.

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**SUMMARY:**

These Travel Request Authorization forms are presented for City Council to review and approve in accordance with Administrative Guideline F-01, which requires that all overnight travel and/or registration expenses for City employees and officials be approved in advance.

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**FINANCIAL IMPACT:**

Funding is included in the 2024 budget.

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**ACTION NEEDED:**

Approve the attached travel request documents as part of the Consent Agenda.

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**ATTACHMENT(S):**

Michael TRA May DC trip  
John TRA May DC trip  
Robyn TRA May DC trip  
Dean TRA May DC trip  
Matt TRA May DC trip

