



# City of Olathe

## COUNCIL AGENDA ITEM

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**MEETING DATE:** 1/9/2024

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

**STAFF CONTACT:** Cathy Marks

**SUBJECT:** Consideration of business expense statement for the City Manager Michael Wilkes for a League of Kansas Municipalities.

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**TITLE:**

Consideration of business expense statement for the City Manager Michael Wilkes for a League of Kansas Municipalities on December 7-8 in Topeka.

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**SUMMARY:**

Expense statements are presented for Council review and approval in accordance with Administrative Guidelines F-01, which requires that all travel expenses for the City Manager and Councilmembers be placed on the Council agenda for approval.

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**FINANCIAL IMPACT:**

Funding is included in the 2024 budget.

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**ACTION NEEDED:**

Consider approval of the attached Business Expense Statement form for Michael Wilkes.

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**ATTACHMENT(S):**

BES Michael LKM Dec 23

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