



# City of Olathe

## COUNCIL AGENDA ITEM

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**MEETING DATE:** 4/2/2024

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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 and Councilmembers to attend NLC.

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**TITLE:**

Consideration of Business Expense Statement for the City Manager Michael Wilkes and Councilmembers LeEtta Felter, Dean Vakas and Matt Schoonover to attend the National League of Cities in Washington, DC from March 10 to the 13th, 2024.

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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 Travel Request and Authorization forms for the City manager and Councilmembers as part of the Consent Agenda.

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**ATTACHMENT(S):**

Michael's NLC BES 2024  
Matt NLC BES 2024  
LeEtta NLC BES 2024  
Dean NLC BES 2024