



City of Olathe

COUNCIL AGENDA ITEM

MEETING DATE: 8/20/2019

DEPARTMENT: City Manager's Office

STAFF CONTACT: Kim Delana

SUBJECT: Consideration of Travel Request Authorization for Mayor Copeland, Council Members Jim Randall, Karin Brownlee, Wes McCoy, Marge Vogt, John Bacon and City Manager, Michael Wilkes, to attend the National League of Cities City Summit.

ITEM DESCRIPTION:

Consideration of Travel Request Authorization for Mayor Copeland, Council Members Jim Randall, Karin Brownlee, Wes McCoy, Marge Vogt, John Bacon and City Manager, Michael Wilkes, to attend the National League of Cities City Summit Conference in San Antonio, TX November 20-23, 2019.

SUMMARY:

The City Council is asked to consider travel authorization for the Council Members and City Manager to attend the National League of Cities City Summit Conference in San Antonio, TX November 20 - 23, 2019.

These Travel Request and Authorization forms are presented for City Council review and approval 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.

FINANCIAL IMPACT:

Funding is included in the 2019 Budget.

ACTION NEEDED:

Approve the attached travel request authorization as part of the Consent Agenda

ATTACHMENT(S):

A. Travel Request Authorization