

SUBJECT: Travel

REQUESTED BY: Kristie VanGorder, City Clerk

PREPARED BY: Kristie VanGorder, City Clerk *KV*

DATE: April 17, 2000

FOR AGENDA OF: April 24, 2000

SUMMARY:

At the April 10th council meeting, the council discussed sending two council members to Washington D. C. with the mayor, May 10th through May 14th. At the meeting Council Members Keller and Patrick were drawn by lot to accompany the mayor on this trip, with Council Member Lowe as the alternate. Based on the travel dates of May 10th through 14th, Council Members Keller and Patrick stated that they were unable to attend due to scheduling conflicts; however, if the dates were to change they both requested to be reconsidered. At the conclusion of the meeting, it was my understanding that Council Members Cottle and Lowe would be the two members of the council to represent the city in Washington D.C., provided the travel dates did not change.

Since the last meeting, John Cramer has confirmed the meeting dates to be May 9th through 12th. Based on this update, I recommend the council clarify who will be traveling to Washington D.C.

Currently all funds out of our travel budget have been expended; however, the Mayor's office has offered to fund one trip to Washington D. C.

April 25th is the final day to qualify for a reduced rate ticket, based on the May 10th departure date. Also the rate may be further reduced if a Saturday night is spent in Washington D.C.

FISCAL IMPACT: No Yes, amount requested: \$ Fund:

CLERK'S RECOMMENDED ACTION:

Council to determine which council members will travel to Washington D.C. Tickets will be booked and paid for 14 days in advance to reduce costs.

Administration Initial: *SP*

Attachments: None

Presented to council on: 4/24/00
Action taken: Approved Denied
other: NO council members going to Washington
Verified by: KV DC. for this trip.