Your Name	: Jace N	McIntire	Supervisor		Maike	Yo	ur Department:	Parks & F	Recreation
Leave Date	: 02/05/19		Destination:		Hutchinson, KS				
Return Date	_		Trip Purpose:		KRPA Conferen			Per Diem:	55.00
M	ethod of Travel: City Vehicle:	(check one)	TI Air.	ravel Advance:		]	WWW.gsa.go use M&IE column	ov/portal/cont	tent/104878
P	ersonal Vehicle:		Other:		Explain:				
Attach applicable receipts for motel/lodg	ing expenses, p	ublic carrier tick	ets, personal au	ito mileage/gas/	tolls, regist fees	s, etc.			
Day of Weel		Wednesday 02/06/19							Category
Allowable Lodging Lodging paid w/ City VISA	44.94	44.94 44.94	02/01/10						Totals 89,88 89,88
Breakfast (20%									00.00
Lunch (30%) Dinner (50%)	16.50	27.50							16.50
Total Meals (w/per diem		27.50							55.00 71.50
Fuel/Parking Air Fare			200 6 200 60						
Toll/Shuttle Bus/Tax Mileage (Enter as miles)									-
Calculated mileage (x.58)	10000000			(A)		ninging Settle	•		
Total Transportation Transportation paid w/ City VISA			-		•		•	-	
Registrations *See Below' Registration paid w/ City VISA							2. 1 3.502-15		285.00 285.00
Total Cost	373.94	72.44	-	- H					446.38
City VISA Charges (Total)	329,94	44.94	•	-		•	-	•	374.88
Non-Visa Charge	44.00	27.50	•	•	•	•	·	•	71.50
*If registration has been reported on		ate a division		THE PARTY OF THE P		100	Advance	Received (-):	\$0.00
previous expense statement leave blank*	l						City Ow	es Employee:	\$71.50
15							Employ	ee Owes City	-ZERO-
If splitting between mul 001-4-4010-2030 Conference Reg		olease use box	\$ 285.00		City Acc	ount Number:	001-4-40	10-2030	
*Paid from 2018 budget 211-4-4100-2030 - Hotel & M	eals		\$ 161.38		City Acc	ount Number:	211-4-41	00-2030	
				ī				Face	
		TOTAL	\$ 446.38			Travel Requ	est Filled out:	☑ts □lo	
I hereby certify informa	that the travel in ation shown is o	ndicated herec correct; that no	on was incurred part of the co	in the dischar mpensation cla	ge of official C almed was of a	ity of Lawrenc non-City busin	e business and ness nature.	that	
	yee Signature:	Juan	MAJA	· · · · · · · · · · · · · · · · · · ·		Date:	2-15-	19	
	isor Approval:	Alla.	MEN				2-15-1		
	ead Approval:	I Na	50 V	2			1958		
	City Manager:					Date:			
(If Required)	Mayor:					Date:			
Approved by Acco	<b>→</b>	1-1-1-1-1				Date:			
Attach applicabl		otel/lodaina e	vnenses inublic	carrier tickets	nerconal aut				¥-:EV:
Comments:	o i o o i pio i o i o i o i	ottoriouging of	pondos, public	ourrer tronets	, porsonar aut	o mneage/gas/	ions, regist rees	5, GIG.	
	I was able to att	Please answer	the following	questions rega	rding your trav	/el:			
How did this apply to your Job?	field for many ye	ears.	ions unechy refa	ted to my line o	i work and lear	i a lot from thos	e wno nave peei	n in ine parks a	nd recreation
	Yes,	•		150					
Would recommend attending again?									
How will this add value to the City of Lawrence?	I was able to tak special events, i	e away many lo nandling part tin	deas and praction ne staff, etc	es that I believe	e we can put to u	use here in Law	rence whether th	at be related to	э sports,

Supervisor Anno He Your Name: Your Department: Parks & Recreation Leave Date: 02/05/19 Destination: Hutchinson, KS Return Date: 02/07/19 Trip Purpose: KRPA Conference Per Diem: 55.00 Method of Travel: (check one) Travel Advance: www.gsa.gov/portal/content/104878 City Vehicle: x use M&IE column Personal Vehicle: \_ Other: Explain: Attach applicable receipts for motel/lodging expenses, public carrier tickets, personal auto mileage/gas/tolls, regist fees, etc. Day of Week Tuesday | Wednesday | Thursday Category 02/05/19 02/06/19 02/07/19 Totals Allowable Lodging 44.94 89.88 Lodging paid w/ City VISA 44.94 44.94 89.88 Breakfast (20%) Lunch (30%) 16.50 16.50 Dinner (50%) 27.50 27.50 55.00 Total Meals (w/per diem) 44.00 27.50 71.50 Fuel/Parking 15.00 15.00 Air Fare Toll/Shuttle Bus/Taxi Mileage (Enter as miles) Calculated mileage (x.58) Total Transportation 15,00 15.00 Transportation paid w/ City VISA Registrations \*See Below\* 275.00 275.00 Registration paid w/ City VISA 275.00 275.00 **Total Cost** 363.94 87.44 451.38 City VISA Charges (Total) 319.94 44.94 364.88 Non-Visa Charge 44.00 42.50 86.50 \*If registration has been reported on Advance Received (-): \$0.00 previous expense statement leave blank\* City Owes Employee: \$86.50 **Employee Owes City** -ZERO-If splitting between multiple Accounts please use box below 001-4-4010-2030 Conference Registration\* 275.00 City Account Number: 001-4-4010-2030 \*Paid from 2018 budget 211-4-4100-2030 - Hotel & Meals 38 City Account Number: 211-4-4100-2030 Travel Request Filled out: TOTAL I hereby certify that the travel indicated hereon was incurred in the discharge of official City of Lawrence business and that information shown is correct; that no part of the compensation claimed was of a non-City business nature. **Employee Signature:** Supervisor Approval; Dept. Head Approval: Date: (Out of State Travel) City Manager: Date: (If Required) Mayor: Date: Approved by Accounts Payable: Date: Attach applicable receipts for motel/lodging expenses, public carrier tickets, personal auto mileage/gas/tolls, regist fees, etc. Comments: Please answer the following questions regarding your travel: Specific programming topics of personal training, data collection, programming. Also met with programming peers from other municipal recreation programs for program resource sharing. How did this apply to your job? Yes, if there are relevant session topics. Would recommend attending again? Improved and expanded programming for better customer service and increased revenue. Staff retention and increased productivity How will this add value to the City of through increased training and knowledge Lawrence?

Your Name	: Lee	Ice	Supervisor	Derek	Rogers	Yo	ur Department:	Parks & F	Recreation
是一场最大的一个一个		51, 61, 20, 20, 20, 20, 20, 20, 20, 20, 20, 20	45 17 2 18 3	(2) 10年1月1日日		<b>菲克拉斯公</b> 尔斯	<b>多点"意"</b>		SINGLE CONTRACTOR
Leave Date Return Date			Destination: Trip Purpose:		Hutchinson, KS				
, Neturi Date	02/0//19		mp Purpose:		KRPA Conferen	ce	-	Per Diem:	55.00
Me	thod of Travel:	(check one)	Ti Air	ravel Advance:		]	www.gsa.g	ov/portal/con	tent/104878
				-			use Maie column	1	
Pe	ersonal Vehicle:		- Other:		Explain:				
Attach applicable receipts for motel/lodg	ing expenses, p	ublic carrier tick	ets, personal au	to mileage/gas	tolls, regist fees	, etc.			
Day of Week	Tuesday	Wednesday	Thursday	Control Control			Service Control		Category
Allowable Lodging		02/06/19 44.94	02/07/19		erth planter type of				Totals
Lodging paid w/ City VISA	44.94	44.94					1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -		89.88 89.88
Breakfast (20%)									
Lunch (30%) Dinner (50%)		27.50							16.50 55.00
Total Meals (w/per diem)		27.50					*) • e		71.50
Fuel/Parking								CHAPTERS.	
Air Fare Toll/Shuttle Bus/Tax		-							
Mileage (Enter as miles)			NOW THE RESPONSE OF THE						•
Calculated mileage (x.58) Total Transportation		が対象とのできる。 ・		362 2 3 mg (4) 4 •	•	Harana and All	等。1875年的文 •	The second	THE PERSON
Transportation pald w/ City VISA					20.50				
Registrations *See Below*								W ISSE	275.00
Registration paid w/ City VISA	275.00								275.00
Total Cost	363.94	72.44	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·	e de la company		ing a contract of	·	436.38
City VISA Charges (Total)	319.94	44.94			•			MH I MAINT LAS	364.88
Non-Visa Charge	44.00	27.50						建 可罗维姆斯	71.50
'If registration has been reported on				集。自体总统			Advance	e Received (-):	\$0.00
previous expense statement leave blank*									
							City Ov	es Employee:	\$71.50
If splitting between mul-	tiple Accounts	olease use box	below				Employ	yee Owes City	-ZERO-
001-4-4010-2030 Conference Reg *Paid from 2018 budget			\$ 300.00		City Acc	ount Number:	001-4-40	10-2030	
211-4-4100-2030 - Hotel & M			\$ 161.38		City Acc	ount Number:	211-4-41	00-2030	
								-	
		TOTAL	\$ 461.38			Travel Requ	est Filled out:	Ø/ES	
		TOTAL	<del>V</del> 401.00					□NO	
I hereby certify	that the travel in	dicated hereo	n was Incurred	In the discha	rge of official C	ity of Lawrenc	e business and	that	
Informa	ation shown is o	orrect; that no	part of the co	mpensation cl	almed was of a	non-City busin	ness nature.		
Emplo	yee Signature.	Ken	7	_		Date:	2-10	-19	
Superv	isor Approval:	Dus F	2/2			Date:	12 Feb	2019	
Dept. H	lead Approval:	1 160	OL			Date:	12 Eh	2019	
1.00	City Manager:			-					
						Date:		-	
(If Required)	→ Mayor:					Date:			
Approved by Acco	_					Date:			
Attach applicabl	e receipts for m	otel/lodging ex	cpenses, public	carrier ticket	s, personal aut	o mileage/gas/	tolls, regist fee	s, etc.	45.75 (16.05) C
Comments:									
	Annual Kansas	Please answer	The following	questions rega	arding your tra	vel:	alaa (hee bi	the state ou !	alleaders
How did this apply to your job?	Alliuai Nalisas	recreation and	raik Associatio	on State Conter	ence. Parks & P	tecreation agen	cies inroughtou	t the state are in	attendance.
	Was probably o recommend sta	ne of the best s	tat conferences	I've attended in	quite awhile. S	essions and spe	eakers were trer	mendous, Defin	atley
Would recommend attending again?	necommend sta	i auchung in tr	ie future.						
	Any time you ca	n network with	other state ager	cles there is ty	oically always a	benefit. Being a	round other prof	fessionals in the	same field
How will this add value to the City of Lawrence?	gives you the or	portunity to bor	ucnce things off	of. You're able	to find out what	is and isn't work	king throughout	the profession.	Always a
24,1,611001	great opportunit	y to steal ideas.							

Your Name:	Stephe	n Mason	Supervisor	Duane F	Peterson	You	ur Department:	Parks & R	ecreation
Leave Date: Return Date:	02/04/19		Destination: Trip Purpose:	К	Hutchinson, KS			Per Diem:	55.00
	thod of Travel:	•	Tr	avel Advance:	-	4	www.gsa.go	v/portal/conte	
Pe									
Attach applicable receipts for motel/lodg	ng expenses, p	ublic carrier tick	ets, personal au	to mileage/gas/	tolls, regist fees	, etc.			
Day of Week	Monday 02/04/19	Tuesday 02/05/19	Wednesday 02/06/19	Thursday 02/07/19					Category Totals
Allowable Lodging Lodging paid w/ City VISA		44.94 44.94	44.94 44.94						89.88 89.88
Breakfast (20%) Lunch (30%)		16.50							16.50
Dinner (50%) Total Meals (w/per diem)	-	27.50 44.00	27.50 27.50	-					55.00 71.50
Fuel/Parking Air Fare									
Toll/Shuttle Bus/Taxi Mileage (Enter as miles)									-
Calculated mileage (x.58) Total Transportation									
Transportation paid w/ City VISA									
Registrations *See Below* Registration paid w/ City VISA	285.00 285.00								285.00 285.00
Total Cost		88.94	72.44		-		-		446.38
City VISA Charges (Total)	285.00	44.94	44.94			•			374.88
Non-Visa Charge		44.00	27.50		-	-			71.50
*If registration has been reported on previous expense statement leave blank*							Advance	Received (-):	\$0.00
previous expense statement reave blank							City Ow	es Employee:	\$71.50
If an Italian hadrons and		-l k	. No. of the control				Employ	ee Owes City	-ZERO-
001-4-4010-2030 Conference Reg	stration*	please use box	\$ 385		City Acc	ount Number:	001-4-40	10-2030	
*Paid from 2018 budget 211-4-4100-2030 - Hotel & M	eals		\$ 161.38		City Acc	ount Number:	211-4-41	00-2030	
		TOTAL	0 11131 02			Travel Requ	est Filled out:	☑ts	
		TOTAL	\$ प्रकृति	ı				<u>J</u> io	
I hereby certify	that the travel i		on was incurred part of the co				Committee of the National Committee of the Committee of t	that	
	ee Signature:	Stonla	n mis	PMI			2/12/1	Qr .	
Superv						Date:	6/1-11	/	
Superv	isor Approval:	Bundu	Shoenal	40		Date:	2-13-	19	
	isor Approval: ead Approval: <sub>{</sub>	1	Shotra	40			2-13- 1366	2019	
		1	Showal	40		Date:	2-13- 136b	2019	
Dept. H	ead Approval:	1	Shotral			Date:	2-13- 136b	2019	
Out of State Travel) (If Required) Approved by Acco	ead Approval: City Manager: Mayor:	O.h	P	40		Date: Date: Date: Date:	2-13- 136b	19 2013	
Out of State Travel) (If Required) Approved by Acco	ead Approval: City Manager: Mayor:	O.h	xpenses, public	c carrier tickets	s, personal aute	Date: Date: Date: Date:	2-13- 13 Gb	9 2013 s, etc.	
Out of State Travel) (If Required) Approved by Acco	ead Approval: City Manager: Mayor: bunts Payable:	notel/lodging e	nday night for a	Young Profes	sionals Netwo	Date: Date: Date: Date: o mileage/gas/	13 Gb		
Out of State Travel) (If Required) Approved by Acco	ead Approval: City Manager: Mayor: cunts Payable:	notel/lodging e	nday night for a	Young Profes	sionals Netwo	Date: Date: Date: Date: Date: parileage/gas/		f conference.	programmer.
Out of State Travel)  (If Required)  Approved by Account Attach applicable  Comments:	ead Approval: City Manager: Mayor: cunts Payable:	notel/lodging e	nday night for a	Young Profes	sionals Netwo	Date: Date: Date: Date: Date: parileage/gas/	or to the start o	f conference.	programmer.

Your Name:	Lori N	1adaus	Supervisor	Brandy S	hoemaker	You	ır Department:	Parks & Re	ecreation
Leave Date:			Destination:		Hutchinson, KS				
Return Date:	02/07/19		Trip Purpose:	ŀ	KRPA Conference	ce		Per Diem:	55.00
Me	thod of Travel: City Vehicle:	(check one)	T Air:	ravel Advance:	•		www.gsa.go use M&IE column	v/portal/conte	nt/104878
Pe	ersonal Vehicle:		Other:		Explain:				
Attach applicable receipts for motel/lodg	ing expenses, p	ublic carrier tick	ets, personal au	uto mileage/gas	tolls, regist fees	, etc.			
Day of Week		Wednesday 02/06/19	Thursday 02/07/19		ELWIN				Category
Allowable Lodging Lodging paid w/ City VISA	44.94	44.94 44.94	02/01/19						Totals 89.88 89.88
Breakfast (20%) Lunch (30%)									40.50
Dinner (50%) Total Meals (w/per dlem)	27.50	27.50 27.50							16.50 55.00 71.50
Fuel/Parking Alr Fare									
Toll/Shuttle Bus/Taxi									-
Mileage (Enter as miles) Calculated mileage (x.58)									noga.
Total Transportation Transportation paid w/ City VISA	-	·			-	•	-		
Registrations *See Below* Registration paid w/ City VISA									285.00 285.00
Total Cost	373.94	72.44						200	446.38
City VISA Charges (Total)	329,94	44.94				No. of the little of			374.88
Non-Visa Charge	44.00	27.50	-						71.50
*If registration has been reported on previous expense statement leave blank*							Advance	Received (-):	\$0.00
previous expense statement leave mank	J						City Ow	es Employee:	\$71.50
							Employ	ee Owes City	-ZERO-
If splitting between mult 001-4-4010-2030 Conference Reg		please use box	\$ 285.00		City Acc	ount Number:	001-4-40	10-2030	
*Paid from 2018 budget 211-4-4100-2030 - Hotel & M	eals		\$ 161.38		City Acc	ount Number:	211-4-410	00-2030	
								₽ES	
		TOTAL	\$ 446.38			Travel Requ	est Filled out:	<u></u> 10	
l barrela a restat de	4								
l hereby certify informa	ation shown is	correct; that no	part of the co	mpensation cl	rge of official C almed was of a	non-City busin	ness nature.	110	
Emplo	yee Signature:	BX II	apt	11		Date:	2/14	119	
Superv	isor Approval	Dyande	Oholy	PKI .		Date:	d-14-	19	
	lead Approva	Alds	Ph	<u> </u>		Date:	19 Feb	2019	
(Out of State Travel)	City Manager:			***************************************		Date:			
(If Required)	→ Mayor:					Date:			
Approved by Acco						,			
Attach applicabl Comments:	e receipts for n	notel/loaging e.	kpenses, publi	c carrier ticket	s, personal aut	o mileage/gas/	tolis, regist fees	s, etc.	
					arding your trav	vel:			
How did this apply to your job?	KRPA confere	nce had several	sessions on aq	uatic managem	ent.				
Would recommend attending again?	Yes.							e	
How will this add value to the City of Lawrence?	To keep up on I	new trends and	ideas in the are	a of aquatics an	d customer serv	rice	P		

Your Name:	Mark H	Hecker	Supervisor	Derek	Rogers	You	ır Department:	Parks & R	ecreation
				THEOLOGIC				100000	
Leave Date:	02/05/19		Destination:		Hutchinson, KS				
Return Date:	02/07/19		Trip Purpose:	k	RPA Conference			Per Diem:	55.00
		•							
Met	hod of Travel:	(check one)	Ti	avel Advance:	-			v/portal/cont	ent/104878
	City Vehicle:	x	_ Air:		•		use M&IE column		
D-									
Pe	rsonal Vehicle:		- Other:	-	Explain:				
Attach applicable receipts for motel/lodgi	na evnenses ni	thlic carrier tick	ets nersonal au	to mileane/nas/	talls regist fees	etc			
Attach applicable receipts for moteriough	ig experises, pe	abile carrier tiek	cts, personal ad	to micage/gas/	tolis, regist rees,	, cto.			
Day of Week	Tuesday	Wednesday	Thursday						Category
Date	02/05/19	02/06/19	02/07/19						Totals
Allowable Lodging Lodging paid w/ City VISA	44.94 44.94	44.94 44.94							89.88 89.88
Loughing para will only viola			-		-			The second second	05.00
Breakfast (20%)									-
Lunch (30%)	16.50								16.50
Dinner (50%)	27.50	27.50							55.00
Total Meals (w/per diem)	44.00	27.50							71.50
Fuel/Parking		"							-9
Air Fare									-
Toll/Shuttle Bus/Taxi									-
Mileage (Enter as miles) Calculated mileage (x.58)									
Total Transportation	-		-	-	-	-			
Transportation paid w/ City VISA									
Pari-funktion of the second	075.00								
Registrations *See Below* Registration paid w/ City VISA	275.00 275.00								275.00 275.00
Registration paid W/ City VISA	275.00								275.00
Total Cost	363.94	72.44	-	-	-	-	- 1	-	436.38
City VISA Charges (Total)	319.94	44.94		•	•	•		-	364.88
Non-Visa Charge	44.00	27.50	Andrew Street, Square,						71.50
Non-visa onarge	44.00	27.00				10000			71.50
*If registration has been reported on							Advance	Received (-):	\$0.00
previous expense statement leave blank*								_	
							City Ow	es Employee:	\$71.50
							Employ	ee Owes City	-ZERO-
If splitting between mult		please use bo							×
001-4-4010-2030 Conference Reg	istration*		\$ 275.00		City Acc	ount Number:	001-4-40	10-2030	
*Paid from 2018 budget 211-4-4100-2030 - Hotel & M	eals		\$ 161.38		City Acc	ount Number:	211-4-41	00-2030	
211111100 2000 110101 0 111	odio		4 101.00		oly 7100	ount Humbon	211441	00 2000	
								Ø∕ES	
		TOTAL	100.00			Travel Requ	est Filled out:		
		TOTAL	\$ 436.38					<b>□</b> 10	
			7						
I hereby certify	that the travel i	ndicated hered	mwas incurre	d in the dis¢ha	rge of official C	ity of Lawrence	e business and	that	
informa	tion shown is				aimed was of a	non-City busi	ness nature.		
Emplo	on Cianatural	2/	1/1/1			Data	2-8-1	9	
Employ	yee Signature:		N	n		Date:			
Superv	isor Approval:	N 16 6	OR			Date:	12 Feb à	2019	
•		7	01		-			-	
Dept. H	ead Approval:	200	12-			Date:	12 Feb	2011	
(Out of State Travel)	City Manager:					Date:			
Tout or out of the tour	only managon				•	Date.			
(If Required)	Mayor:					Date:			
Approved by Acco	unts Payable:				•	Date:			
Attach applicable	e receipts for m	notel/lodging e	xpenses, publi	c carrier ticket	s, personal aut	o mileage/gas	tolls, regist fee.	s, etc.	
Comments:						J			
Comments.									
					arding your tra				
			facilities, educat	ional sessions o	on budget mana	gement and su	ccession plannin	g, natural play s	systems and
How did this apply to your job?	native grass ma	anagement.							
	Yes								
Would recommend attending again?									
· · · · · · · · · · · · · · · · · · ·	New ideas for c	completeing ass	signed tasks and	functions					
How will this add value to the City of			270						
Lawrence?									

Your Name:	Emily Lub	iner	Supervisor Ro	bort Nu	yent	You	r Department:	Transit	
Leave Date: Return Date:	02/23/19		Destination: Trip Purpose: A		New Orleans	ons		Per Diem:	71.00
-	nod of Travel: (c	heck one)	Trav	vel Advance:			www.gsa.go	ov/portal/conte	nt/104878
Per	sonal Vehicle:		Other:		Explain:				
tach applicable receipts for motel/lodgin	g expenses, publ	ic carrier ticke	ts, personal auto	mileage/gas/to	olls, regist fees, e	tc.			
Day of Week	Saturday	Sunday 02/24/19	Monday 02/25/19	Tuesday 02/26/19	Wednesday 02/27/19				Category
Date Allowable Lodging Lodging paid w/ City VISA	02/23/19 247.22 247.22	247.22 247.22	247.22 247.22	247.22 247.22	02/27/70				988.88 988.88
Breakfast (20%)	01.00	14.20	14.20	14.20	14.20 21.30				56.8 63.9
Lunch (30%) Dinner (50%)	21.30 35.50	21.30 35.50	35.50	35.50					142.0
Total Meals (w/per diem)	56.80	71.00	49.70	49.70	35.50		THE REAL PROPERTY.		262.7
Fuel/Parking	030.00			97.50	37.50				37.5 279.9
Air Fare Toll/Shuttle Bus/Taxi	279.96				41.40				41.4
Mileage (Enter as miles)	53.70 31.15		Discolution - the S	1000 miles	53.70 31.15	- TO	B.00.003400.003	(0.00000000000000000000000000000000000	107.4 62.2
Calculated mileage (x.58) Total Transportation Transportation paid w/ City VISA	311.11				110.05 358.86				421.1 358.8
Registrations *See Below* Registration paid w/ City VISA	575.00 575.00							2 2 2	575.0 575.0
Total Cost	1,190.13	318.22	296.92	296.92	145.55	-	-	-	2,247.7
City VISA Charges (Total)	822.22	247.22	247.22	247.22	358.86			-	1,922.
Non-Visa Charge	367.91	71.00	49.70	49.70	(213.31)				324.
If splitting between mult	ple Accounts p	lease use box	below			ount Number: ount Number:	210-1-1	014-2022	-ZERO-
		TOTAL	. \$ -			Travel Req	uest Filled out	YES NO	
I hereby certify informa	tion chown is c	correct: that n	on was incurred to part of the cor	npensation cl	aimed was of a	non-City busi	te business and ness nature.		
		chu	11/1	1	-		20	10	
	isor Approval:	R	1 200	7 -	•	Date:	2 7	15	
Dept. F (Out of State Travel)	lead Approval:	Bu	u Win	1	-	Date	7 7	19	
(If Required)	Mayor:					Date			
Approved by Acco	ounts Payable:		W-17			Date			
Attach applicab	e receipts for m	notel/lodging	expenses, public	c carrier ticke	ts, personal aut	o mileage/gas	/tolls, regist fe	ees, etc.	
Comments:									
How did this apply to your job?	workshop includ	and Communic	er the following cations Workshop professionals from the array of examp	is an annual n m transit system	neeting hosted by ms across the co	y the American untry in cities fr	rom small to la	ortation Associati rge. Sessions pro	on. This ovide an
Would recommend attending again?	Yes.								
How will this add value to the City of Lawrence?	By learning from innovations home	n and interaction ne to the City of	ng with the top proof Lawrence.	ofessionals in	public transit con	nmunications, v	ve can bring so	me of their insigh	t and

Leave Date:	02/05/19		Destination: Trip Purpose:		A Conference			Per Diem:	55.00
Meth	od of Travel:	(check one)	Trave	Advance:	- 4,3			ov/portal/cont	ent/104878
		х			Explain:		use M&IE column		
ch applicable receipts for motel/lodging						lc.			
Day of Week	Tuesday	Wednesday	Thursday	30-4	10.752710	3.22-97			Category
Date Allowable Lodging Lodging paid w/ City VISA	02/05/19 44.94 44.94	02/06/19 44.94 44.94	02/07/19						Totals 89.88 89.88
Breakfast (20%) Lunch (30%) Dinner (50%) Total Meals (w/per diem)	16.50 27.50 44.00	27.50 27.50	-						16.50 55.00 71.50
Fuel/Parking Air Fare Toll/Shuttle Bus/Taxi Mileage (Enter as miles) Calculated mileage (x.58) Total Transportation Transportation paid w/ City VISA				•		- -	•		
Registrations *See Below* Registration paid w/ City VISA	275.00 275.00								275.00 275.00
Total Cost	363,94	72.44							436.38
City VISA Charges (Total)	319.94	44.94		-			•		364.88
Non-Visa Charge	44.00	27.50					Service State Stat		71.50
ious expense statement leave blank*  If splitting between multip		please use bo			City Accou	nt Number:	City Ow Employ	e Received (-): res Employee: yee Owes City	\$0.00
If splitting between multip 001-4-4010-2030 Conference Regist "Paid from 2018 budget 211-4-4100-2030 - Hotel & Mea	ration*	please use box	x below \$ 275.00 \$ 161.38			nt Number: nt Number;	City Ow Employ	yee Owes City	\$0.00 \$71.50
If splitting between multip 001-4-4010-2030 Conference Regist "Paid from 2018 budget	ration*	picase use boy	\$ 275,00		City Accou	nt Number:	City Ow Employ	yee Owes City	\$0.00 \$71.50
If splitting between multip 001-4-4010-2030 Conference Regist	at the travel i on shown is e Signatura: or Approval:	ndicated herecorrect; that n	\$ 275.00 \$ 161.38 \$ 436.38 on was incurred in o part of the comp	ensation claim	City Accou	rof Lawrence on-City busing Date: Date: Date: Date: Date:	city Ow Employ 001-4-40 211-4-41  est Filled out: ee business and ness nature. 26-Fe-M	res Employee: yee Owes City 10-2030 00-2030  Øss I that	\$0.00 \$71.50
If splitting between multip 001-4-4010-2030 Conference Regist	at the travel i on shown is e Signatura or Approval: ad Approval: ity Manager: Mayor:	ndicated herecorrect; that n	\$ 275.00 \$ 161.38 \$ 436.38 S 436.38	ensation claim	Of official City	rof Lawrence of Lawrence on-Gity busin Date: Date: Date: Date: Date:	City Ow Employ 001-4-40 211-4-41 Dest Filled out: Des business and ness nature.  26-Fe-Vi	res Employee: yee Owes City 10-2030 00-2030  Pes No	\$0.00 \$71.50
If splitting between multip 001-4-4010-2030 Conference Regist	at the travel is on shown is e Signatura or Approval: and Approval: Mayor: mts Payable: receipts for m	TOTAL  Indicated here correct; that notel/lodging e	\$ 275.00 \$ 161.38  \$ 436.38  on was incurred in o part of the comp  expenses, public comp	arrier tickets, p	of official City ed was of a no	of Lawrence on-City busined Date:	City Ow Employ 001-4-40 211-4-41 Dest Filled out: Dest business and ness nature.  26-FeV	res Employee: yee Owes City 10-2030 00-2030  Pes No I that	\$0.00 \$71.50 -ZERO-
If splitting between multip 001-4-4010-2030 Conference Regist	at the travel is on shown is e Signatura or Approval: and Approval: Mayor: mts Payable: receipts for m	TOTAL  Indicated here correct; that notel/lodging e	\$ 275.00 \$ 161.38  \$ 436.38  on was incurred in o part of the comp	arrier tickets, p	of official City ed was of a no	of Lawrence on-City busined Date:	City Ow Employ 001-4-40 211-4-41 Dest Filled out: Dest business and ness nature.  26-FeV	res Employee: yee Owes City 10-2030 00-2030  Pes No I that	\$0.00 \$71.50 -ZERO-
If splitting between multip 001-4-4010-2030 Conference Regist	at the travel is on shown is e Signatura or Approval: and Approval: Mayor: mts Payable: receipts for m	TOTAL  Indicated here correct; that notel/lodging e	\$ 275.00 \$ 161.38  \$ 436.38  on was incurred in o part of the comp  expenses, public comp	arrier tickets, p	of official City ed was of a no	of Lawrence on-City busin Date: Date: Date: Date: Date: Date: Date: Parks	City Ow Employ 001-4-40 211-4-41 Dest Filled out: Dest business and ness nature.  26-FeV	res Employee: yee Owes City 10-2030 00-2030  Pes No I that	\$0.00 \$71.50 -ZERO-

Your Name:	Chad To	WLT	Supervisor (	Brandy SI	noumaker	You	ur Department:	Parks & R	ecreation
Leave Date: Return Date:	100000000000000000000000000000000000000		Destination: Trip Purpose:	ŀ	Hutchinson, KS KRPA Conference	S ce		Per Diem:	55.00
Me	thod of Travel:	(check one)	Tr	avel Advance:				ov/portal/conte	ent/104878
Pe	City Vehicle:	x					use M&IE column		
Attach applicable receipts for motel/lodgi			•						
Day of Week	Tuesday	Wednesday	Thursday		المن المنا				Category
Date Allowable Lodging	02/05/19 44.94	02/06/19 44.94	02/07/19				, and the second		Totals 89.88
Lodging paid w/ City VISA		44.94		LANGE L					89.88
Breakfast (20%) Lunch (30%)	16.50		1.						16.50
Dinner (50%)	27.50	27.50							55.00
Total Meals (w/per diem)	44.00	27.50							71.50
Fuel/Parking									
Air Fare Toll/Shuttle Bus/Taxi									- :
Mileage (Enter as miles)									
Calculated mileage (x.58) Total Transportation								•	•
Transportation paid w/ City VISA	****		100000						
Registrations *See Below* Registration paid w/ City VISA	285.00 285.00								285.00 285.00
Total Cost	373.94	72.44	-	_	-	-	-		446.38
City VISA Charges (Total)	329.94	44.94			DELLE SECTION	SELECT FIGURE			374.88
Non-Visa Charge	44.00	27.50	-	-	-				71.50
*If registration has been reported on	-					-	Advanc	e Received (-):	\$0.00
previous expense statement leave blank*									
								ves Employee:	\$71.50
If splitting between mult	iple Accounts	please use box	below				Emplo	yee Owes City	-ZERO-
001-4-4010-2030 Conference Reg			\$ 285.00		City Acc	ount Number:	001-4-40	010-2030	
*Paid from 2018 budget 211-4-4100-2030 - Hotel & M	eals		\$ 161.38		City Acc	ount Number:	211-4-4	100-2030	
					-				
						Travel Requ	est Filled out:	₽ES	
		TOTAL	\$ 446.38					□ko	
I hereby certify	that the travel i	ndicated herec	on was incurred	d in the discha	rge of official C	ity of Lawrence	e business an	d that	
informa	ition shown is	correct; that no	o part of the co	mpensation cl	aimed was of a	non-City busi	ness nature.		
• •	yee Signature:	2	Chad Tower	V	•	Date:	A 11	2019	
Superv	isor Approval:	Brande	Shorma	Kell	•	Date:	<u> </u>	-19	
Dept. H	ead Approval:	DA	PR	1		Date:	12 Feb	2019	
(Out of State Travel)	City Manager:					Date:			
(If Required)	Mayor:					Date:	ž.		
Approved by Acco	ounts Payable:				•	Date:			
Attach applicable	e receipts for n	notel/lodging e	xpenses, publi	c carrier ticket	s, personal aut	o mileage/gas	tolls, regist fee	es, etc.	
Comments:									
	Kansas Recrea		r the following		arding your tra	vel:			
How did this apply to your job?									
Would recommend attending again?	yes								
How will this add value to the City of Lawrence?	Learned some Douglas Count	valuable informa /.	ation on how we	can incorporate	e some new pro	gramming that v	would benefit the	e citizens of Law	rence and

Your Nam	e: Pat Ho	nnessey	Supervisor	mark	Hecke		our Department		Recreation
Leave Dat Return Dat			Destination Trip Purpose		Hutchinson, K	S			
N	lethod of Travel:	- (check one)		ravel Advanc		7	- WWW (189 C	Per Diem:	
	City Vehlcle:	x	. Air:		_	-	use M&IE colum		<u>em/104878</u>
	Personal Vehicle:								
Attach applicable receipts for motel/loc						s, etc.			
Day of Wee Da Allowable Lodgin	le 02/05/19	02/06/19	Thursday 02/07/19						Category Totals
Lodging paid w/ City VIS	g 44.94 A 44.94	44.94 44.94							89.88 89.88
Breakfast (20% Lunch (30%									
Dinner (50% Total Meals (w/per dien	27.50	27.50 27.50							16,50 55,00
Fuel/Parkin							4		71.50
Air Far Toll/Shuttle Bus/Tax	d								<u>:</u>
Mileage (Enter as miles Calculated mileage (x,58		**************************************							
Total Transportation Transportation paid w/ City VIS		•	-	-	-	-	•	•	
Registrations *see Below Registration paid w/ City VIS/									300.00
Total Cos	t 388.94	72.44							461,38
City VISA Charges (Total	A STATE OF THE PARTY OF THE PAR	44.94							389.88
Non-Visa Charge	44.00	27.50	题 操 通 谱 音						71.50
*If registration has been reported on previous expense statement leave blank*							Advance	Received (-):	\$0.00
	,						City Ow	es Employee:	\$71.50
If splitting between mul	tiple Accounts p	lease use box	below				Employ	ee Owes City	-ZERO-
001-4-4010-2030 Conference Reg *Pald from 2018 budget	istration*		\$ 300,00		City Acc	ount Number:	001-4-40	10-2030	
211-4-4100-2030 - Hotel & N	leals		\$ 161.38	4	City Acc	ount Number:	211-4-41	00-2030	
		TOTAL	\$ 461.38			Travel Requ	est Filled out:	☑es □ko	
I hereby certify Informa	that the travel in ation shown is c	dicated hereon orrect; that no	was Incurred part of the cor	In the discha npensation cl	rge of official C almed was of a	ity of Lawrence non-City busin	e business and ness nature,,	that	
	yee Signature: _	18.7	1/	2			02/13	2019	
Superv	lsor Approval: _			4		Date:			
Dept. H	ead Approval	Dis	PR			Date:	13 Fe	b 2019	7
(Out of State Travel)	City Manager: _					Date:			
(If Required)	→ Mayor: _					Date:			
Approved by Acco									
Attach applicable Comments:	recelpts for mo	tel/lodging exp	enses, public	carrier tickets	, personal auto	mlleage/gas/t	olis, regist fees	, etc.	\$100 PENE
10 Wet W	P	lease answer t	he following q	uestions rega	rding your trav	el:			
How did this apply to your Job?	This is an annual accomplish our g	conference for a	state Parks and	Rec professio	nals to learn abo	out the newest p	programs and ted	chnologies availa	able to help
Vould recommend attending again?	Yes								
low will this add value to the City of Lawrence?	By helping to lear	n how other Par	ks and Rec dep	partments acco	mplish the same	tasks and goal	ls as we have.		

Your Name:	Alex H	usbenet	Supervisor	Brandy S	Shoemaker	Yo	ur Department:	Parks & R	Recreation
Leave Date:			Destination:		Hutchinson, KS		-		
Return Date:		•	Trip Purpose:		KRPA Conference	e I		Per Diem:	55.00
We	thod of Travel: City Vehicle:	X		ravel Advance:		I	use M&IE column	ov/portal/cont	ent/104878
Pé	ersonal Vehicle:		Other:		Explain:	-			
Attach applicable receipts for motel/lodg	ing expenses, p	ublic carrier tick	ets, personal au	ito mileage/gas	/tolls, regist fees	, etc.			
Day of Week		Wednesday 02/06/19							Category Totals
—Allowable Lodging Lodging paid w/ City VISA		44.94 44.94		3					89.88 89.88
Breakfast (20%)					- 176 Val				S AN INC.
Lunch (30%) Dinner (50%)	16.50	27.50							16.50
Total Meals (w/per diem)		27.50						-	55.00 71.50
Fuel/Parking Air Fare			A 2. KY 1						
Toll/Shuttle Bus/Taxi									-
Mileage (Enter as miles) Calculated mileage (x.58)						10 01 2 1 0 0 1 1 1 1 1 1 1 1 1 1 1 1 1	S. D. W. L.		
Total Transportation Transportation paid w/ City VISA		-	-	-	-	-	-		-
Registrations *See Below*	285.00	-		( property or			Charles of the Control of the Contro		285.00
Registration paid w/ City VISA	285.00								285.00
Total Cost	373.94	72.44							446.38
City VISA Charges (Total)	329.94	44.94							374.88
Non-Visa Charge	44.00	27.50						-	71.50
*If registration has been reported on previous expense statement leave blank*							Advance	e Received (-):	\$0.00
	•						City Ow	es Employee:	\$71.50
If splitting between mult	inla Accounts	alegee use her	holow				Employ	yee Owes City	-ZERO-
001-4-4010-2030 Conference Reg		nease use box	\$ 285.00		City Acc	ount Number:	001-4-40	10-2030	
*Paid from 2018 budget 211-4-4100-2030 - Hotel & M	eals		\$ 161.38		City Acc	ount Number:	211-4-41	00-2030	
		TOTAL	\$ 446.38			Travel Requ	est Filled out:	☑res □ko	
			, ,,,,,,,,,					<u> </u>	
I hereby certify informa					rge of official C aimed was of a			I that	
	yee Signature:	0 0	11 =		annou was or a	Date:	1		
	isor Approval:	2	hore make.	)		Date:	2 11 11	9	
	ead Approval:		00			Date:		2019	
	City Manager:		p			Date:		0017	
(If Required)	Mayor:					Date:			
Approved by Acco	→ .					Date:			
Attach applicable					s, personal auto	,		s. etc.	
Comments:									
	I learned what o	Please answer	r the following	questions rega	arding your trav g with their yout	vel:	ms Ey Recruitie	ng and training	officials
How did this apply to your job?	similar problem	s that we are ha	aving and ways t	o fix them.	g with their yout	ir sports progra	ns. Ex. Neciului	ng and training t	officials,
	Yes. It was fun t	o get away for a	a couple of davs	to talk with and	l learn from peo	ple in other den	artments throug	hout the state	
Would recommend attending again?		,	,	- Art will		, oor dop			
	By comparing w	hat we do with	other departmen	nts, we are able	to find ways to t	better our progr	ams to hetter so	rve the public	
How will this add value to the City of Lawrence?	,			, 2 210 4510		an progr	10 DOLLOI SC	. To the public.	

Your Name	I To El	lis	Supervisor	Brandy	lhoumak	Ir yo	our Department	: Parks & F	Recreation
Leave Date Return Date			Destination		Hutchinson, K	S	_		
		-	Trip Purpose		KRPA Conferen		-	Per Diem:	
М	ethod of Travel: City Vehicle:	(check one)	Air.	ravel Advance	<del>.</del>	100 cm	www.gsa.g	ov/portal/cont	ent/104878
F	Personal Vehicle:	x	Other:		_ Explain:		nad appt notre	questing mileag	е
Attach applicable receipts for motel/lodg	ging expenses, p	ublic carrier tick	ets, personal au	ito mileage/gas/	tolls, regist fees	s, etc.			
Day of Wee Dat		Wednesday 02/06/19						7 Tax 9 Tables	Category
Allowable Lodging Lodging paid w/ City VIS/	9 44.94	44.94 44.94	021011118						Totals 89.88 89.88
Breakfast (20% Lunch (30%	) 40.50								•
Dinner (50% Total Meals (w/per diem	27.50	27.50 27.50							16.50 55.00 71.50
Fuel/Parking				1011-04-04					and the state of the state of
Air Fare Toll/Shuttle Bus/Tax									-
Mileage (Enter as miles Calculated mileage (x.58			·	· -	1 4	Tap United Wildelines	any and hear in several re-	rotation Made SAccor	-
Total Transportation Transportation paid w/ City VISA	1 -	Control Association Control		•	-		**************************************		•
Registrations *See Below Registration pald w/ City VISA									295.00 295.00
Total Cos		72.44	- Kaliberatur	- 					456.38
City VISA Charges (Total)	339.94	44.94		-		-		•	384.88
Non-Visa Charge	44.00	27.50	**************************************		TREE TO A	•		•	71.50
*If registration has been reported on previous							Advanc	e Received (-):	\$0.00
expense statement leave blank*								ves Employee:	\$71.50
If splitting between mul		lease use box						yee Owes City[	-ZERO-
001-4-4010-2030 Conference Reg *Paid from 2018 budget		ŀ	\$ 295.00		City Acc	count Number:	001-4-40	10-2030	
211-4-4100-2030 - Hotel & M	eals	-	\$ 161.38		City Acc	count Number:	211-4-41	00-2030	
						Travel Beau	est Filled out:	<b></b> ✓ YES	
		TOTAL	\$ 456.38			rraver Requ	lest rilled out:	□ NO	
l hereby certify informa	that the travel in ation shown is o	ndicated hereo correct; that no	n was incurred part of the co	in the dischar	ge of official C imed was of a	ity of Lawrence	e business and	that	
	yee Signature:	1	200				Stule	9	
	isor Approval:	7					271171	á	
	1		00	The		Date:	0	0 - 19	
•	lead Approval	011	F /h			Date:	12 Feb	2019	
(Out of State Travel)	City Manager:					Date:			
(If Required)	→ Mayor: _				¥	Date:			
Approved by Acco	-					Date:			
Attach applicable	e receipts for m	otel/lodging ex	penses, public	carrier tickets	, personal auto	o mileage/gas/t	olls, regist fees	, etc.	Charles Marie
Comments:		Please answer	the following	questions ***	rdina vouv tra	rol:			
	l attended session	on that will assis	t me with my pr	ograms, custon	ner service and	staff training.			r.
How did this apply to your job?									
	Yes								
Would recommend attending again?									
How will this add value to the City of	I will implement	staff training ide	as for my instru	ctors as well as	add and revam	p programs.			
Lawrence?									

Your Name:	Robert	Wilson	Supervisor	Chad	Tower	You	ur Dopartment:	Parks & R	ecreation
:011 N 1001 2"53354, #: 255554   12:04"5 4   25 06:25E	<b>新沙洲沙洲</b>	是发现的心态表现是	1313-149° 145° 15° 150°	NSPHELL XALA	111111111111111111111111111111111111111	HATER MENTA	had districtive	THE HAPPY BARRION	MAN 3000 F-55(4)
Leave Date:	02/05/19	r	Destination: Trip Purpose:		Hutchinson, KS	3		L. o B Bistal	SÁR S ÉE DOIT
Return Date:	02/07/19		Trip Purposo:		RPA Conference	C <del>0</del>	-	Per Dlem:	716", 991001
Met	hod of Travel:	(check one)	T	ravel Advance:	L (3.995) (1	]	www.gsa.g	oy/portal/conte	ent/104878
	City Vehicle:	, x				3	use M&IE column		
Po	rsonal Vehicle:		Olher		Explain:				
							10.000		
Attach applicable receipts for motel/lodgl	ng expenses, pu	ublic carrier tick	tets, personal at	ito mileage/gas	tolls, regist fees	s, alc.			
E MANUFACTURE VINCENTIA Daylof Week	Valarianday."(4)	-Wednesday:	I/Mhuradavio	1.000 484 0046	LEVALES BANKS	Linesaarena	XXGTVTHXX	ESPACE COLUMN	~ Calegory !!
Complete Commence of the Comme	02/05/19	02/06/19	· · · · · · · · · · · · · · · · · · ·	Fa MANAGES	Down R. C.	" . " A See.	Section Contract	* H ( 1. 18 b) *	3724 Otal8 ? 4
Allowable Lodging Lodging paid w/ City VISA	44.94	44.94							89.88
Loughing paid w/ City VISA	44,54	44.54				أللك الأنا			
Breakfast (20%)	10.50								16,50
Lunch (30%) Dinner (50%)	16.50 27.50	27.50	<b>-</b>						55.00
. Total Moals (w/per dlem)	. 44.00	27,50			·•			•	71.50
Fuel/Parking									,
· Air Fare									
Toll/Shuttle Bus/Taxl									
Mileage (Enter as miles) ইউন্ট কুটো (Calculated milleage)(x(58)	HEALTH DE LESS	Selective Control	THE PARTY OF	<b>医松红 河流流</b>	<b>位於 提出的</b> 数据	<b>建中国基础</b>	新兴器以及300mm	经运动支票的	fishing to a first the state of
. Total Transportation			·						
. Transportation paid w/ City VISA									
Registrations 'See Below'	285,00								286.00
, Registration paid w/ City VISA	285,00	4.5						المستخلف	285,00
Total Cost	373.94	72,44	-		.,				. 446.38
生。北京是20岁600000000000000000000000000000000000			<b>中国不管第三条</b>	第: 53(16) A X 4	<b>国本文社(水)</b>	THE STATE OF	a de la constitución de la const	SAND-ATOR.	374.88
- City VISA Charges (Total)	329.94	44.94 LSQV 44.94	100000000000000000000000000000000000000	Participant of the state of the	CONTRACTO	TERLOVKICISES	MONTH SANST	76.57(公司的)	हुइसेन्द्रहरूस्य ।
Non-Visa Charge	44.00	27.50					·		. 71.50
					0.000	<del></del>	Advanc	o Received (-):	\$0.00
il ragistration has been reported on: 11:11.									
							City Ov	ves Employee:	\$7,1.50
							Emplo	yee Owes City	-ZERO:
	iple Accounts	please use bo	x bolow	1	Cliu And	aguat Numbari	1 .7 .001-4-40	110-2030	
001-4-4010-2030 Conference Regi Paid from 2018 budget	stration		\$ 285.00	-	City Act	count Namber.	,1,001-4-4	510-2000. ,	
211-4-4100-2030 - Holel & M	eals		\$ 161.38	1	City Acc	count Number:	211-4-4	100-2030	
								G.,	
·				1		Travel Req	uest Filled out:		
		YOYAL	\$ 446.38	]				□\%	
I hereby cortify t	that the travel l	ndlcated here	on was Incurre	d.In the discha	rge of official (	City of Lawrence	ce business an	d that	
	tion shown is	// / _	o part of the co	mpensation ci	aimed was of a	a non-City busi	Alai	110	
Employ	yee Signature;	Moren	Midlese	1	i	Date:	0/26	2/19	
•	lsor Approval:	1	Shorma	VIII		Date:	201	0-19	
Superv	aoi Appiovai.	THE PARTY OF THE P					2	h 2011	7
. Dept. H	oad Approval:	1/1/2	C- 04			Date:	dote	0001	
(Out of State Travel)	City Manager:					Date:			
S 15						Data			
(If Roquired).	- Mayor:					Date:			
Approved by Acco	unts Payable:					Date:			
kww.vasbanaki.akww.Attachrappilicable	'minolatores	notal/lodalisal	vnonegovanal	lo: carrior tialia	s. nersonallaii	tölmillentielans	/tolls) realstife	os!letck-AMUP	ESIGNATATIVAS
7	a.r,eceipts:roirn	iotawondinida	vhangaa!.hnn	io, carrior, north con the	of horsolianan	· · · · · · · · · · · · · · · · · · ·		- Transmiration 1 de	
Comments:		Disease	witho fellowing	munetle se ve-	arding your tea	wal:			
	H.	Please answe	r the following	questions reg	Lang your tra	SACHEA.	as Ahmy	orts, even	A planning
How did this apply to your lob?	budgets,	toursell o	CACCION INC	Similer	IN SPL.	30.0.01	Lower, of	- 121-00	י עס
How did this apply to your job?	pinalciz,	James o	· Incivity	-1 (ou	10 010.				
Would recommend attending again?	Yes			0.00	run				
				pros					
	These	SESS ITA	Drould	e new	Elizieas; T	rips for	improul	Acurre Pdes, et	.A.
How will this add value to the City of Lawrence?	program	s, contec	s with	other dep	artments!	customer	satrice	. Ydes, et	c. '
, authorior	, ,			281 S	/				
									',

Copy of 2019 KRPA Conference Travel Expense Statement, xis. xis 2/13/2019 rev, 03/02/10 ki



Your Na	me: Cryst	al Miles	Supervisor	Mar	k Hecker	Y	our Department:	Parks & Re	creation
Leave D Return D			Destination: Trip Purpose:		Hutchinson, KS KRPA Conferen	S ce	_	Por Pional	F.F. 0.0
	Method of Travel: (check City Vehicle:		Travel Ad Air:		vance:		WWW.gsa.gov/portal/content/104		55.00 nt/104878
	Personal Vehicle:						aso mail column		
Attach applicable receipts for motel/lodging expenses, public carrier tickets, personal auto mileage/gas/tolls, regist fees, etc.									
Day of We	ek Tuesday	Wednesday	Thursday			, 010.			Coto
Allowable Lodgi Lodging paid w/ City VI		02/06/19 44.94	02/07/19						Totals 2000
Breakfast (20	Section 1	44.94	7 1 5 1		-See Ile	1-2			89.88 89.88
Lunch (30 Dinner (50	%) 16.50								40.50
Total Meals (w/per die	%) 27.50 m) 44.00	27.50 27.50	-			-		-	16.50 55.00
Fuel/Parki Air Fa						17.50	's trien	Harrist II	71.50
Toll/Shuttle Bus/Ta Mileage (Enter as mile	xi								-
Calculated mileage (x.5	8) -			STEEL V					-
Transportation paid w/ City VIS	A .	-	·	•					3,
Registrations *See Belo Registration paid w/ City VIS	w* 290.00 A 290.00								290.00
Total Co	st 378.94	72.44	THE RESERVE					-	451.38
City VISA Charges (Tota	334.94	44.94						Total Control of the least	379.88
Non-Visa Charg	e 44.00	27.50	·		Miles Services				71.50
Advance Received (-): \$0.00  City Owes Employee: \$71.50  If splitting between multiple Accounts please use box below  001-4-4010-2030 Conference Registration* Paid from 2018 budget 211-4-4100-2030 - Hotel & Meals  City Account Number: 001-4-4010-2030  City Account Number: 211-4-4100-2030  Travel Request Filled out: Information shown is correct; that no part of the compete Ston claimed was of a non-City business nature.  Employee Signature: Date:									\$71.50
Date:									
(Out of State Travel)	City Manager:						12 Feb	0017	
(If Required)	Mayor:					Date:			
Approved by Acco	→ — ounts Pavable:					Date: _			
		el/lodaina evo	nege nublic o	0 min w 41 - 1 - 4		Date: _	lls, regist fees, et		
Comments:		Sinceging expe	nises, public c	arrier tickets,	personal auto n	nileage/gas/to	lls, regist fees, et	C.	
How did this apply to your job?	techniques & reas	ended were relat oning, overall G	ted to parks dev	elopment, dow		ng, neighborho	od planning, GIS d derstand working w ge the public and in		I levels.
Vould recommend attending again?	YES								
	The knowledge an Departments are f community support						I also learned how th both vendors, sp lity pride.	local Parks leakers and staf	ff about