Your Name:	Megan V	Vithiam	Supervisor	Brian Sta	oleton	You	r Department:	MSC	0
Leave Date: Return Date:	03/18/19		Destination: Trip Purpose:	Salina/ Attend KDHE/KO	Lindsborg, Kan R WORKS con	isas iference		Per Diem:	55.00
Meti	nod of Travel: City Vehicle:			avel Advance:	-		WWW.gsa.go	v/portal/conte	ent/104878
Per	sonal Vehicle:		Other:		Explain:				
tach applicable receipts for motel/lodgin	g expenses, pu	blic carrier tick	ets, personal aut	to mileage/gas/to	lls, regist fees,	etc.			
Day of Week	Monday	Tuesday	Wednesday	Thursday				S S S PROBERTS	Category
Date Allowable Lodging Lodging paid w/ City VISA	03/18/19 126.97 126.97	03/19/19 126.97 126.97	03/20/19 126.97 126.97	03/21/19			788330883088		380.91 380.91
Breakfast (20%)				16.50					16.50
Lunch (30%) Dinner (50%)	27.50	27.50	27.50						82.5 99.0
Total Meals (w/per diem)	27.50	27.50	27.50	16.50			-		
Fuel/Parking Air Fare Toll/Shuttle Bus/Taxi Mileage (Enter as miles)				18.23					18.23
Calculated mileage (x.58)  Total Transportation  Transportation paid w/ City VISA	•	-	(240) 16 D D 25 26 3	18.23 18.23	-	(S)(800)(3):303 -	•	2000000	18.23 18.23
Registrations *See Below* Registration paid w/ City VISA	200.00 200.00								200.00
Total Cost	354.47	154.47	154.47	34.73		-		1-10	698.1
City VISA Charges (Total)	326.97	126.97	126.97	18.23		•		•	599.1
Non-Visa Charge	27.50	27.50	27.50	16.50				•	99.0
gistration has been reported on							Advance	e Received (-):	\$0.00
If splitting between mult	ple Accounts	please use bo	x below			ount Number:	502-3-35	yee Owes City 515-2022	-ZERO-
				_	City Acc	ount Number:			,
		TOTAL	. \$ -			Travel Requ	uest Filled out:	☑ ES	
Emplo Superv Dept. H		Mujgu		d in the dischargempensation cla		non-City busi	3-25- 3/24/1		
(If Required)	Mayor:					Date:			
Approved by Acco	ounts Payable:					Date:			
Attach applicabl	e receipts for r	notel/lodging	expenses, publ	ic carrier tickets	, personal aut	o mileage/gas	/tolls, regist fee	s, etc.	BORGES VAN
Comments:									
How did this apply to your Job?	This is a conferegulators, to prindustry.	rence that bring	as together peop	questions rega- le from all parts of ot only to network	f the recycling	industry in Kan	sas, from munic , regulations, ma	ipal workers, to rkets, and trend	state is in the
Vould recommend attending again?	Yes, definitely.								
How will this add value to the City of Lawrence?	reduction and	recycling progr	get different pers ams. Having stat nt in our position	spectives on oper ff that is up-to-dat s.	ations, and brin e on the latest	ng back ideas t happenings in	o improve how th our field allows u	ne City manage: us to better inter	s our waste ract with the

Your Name:	Katie Du	ikes	Supervisor	Thomas	Fagan	You	r Department:	FIFE IVIE	ulcai
Leave Date:	03/11/19		Destination:		n Grove, Califor				
Return Date:	03/15/19		Trip Purpose:	2019 CPSE Exce	ellence Confere	nce		Per Diem:	66.00
Met	hod of Travel: (c			avel Advance:	204.60		www.gsa.go\ use M&IE column	//portal/conte	nt/104878
Pe	rsonal Vehicle:				Explain:				
h applicable receipts for motel/lodgin	ng expenses, publ	lic carrier tick	ets, personal aut	to mileage/gas/to	lls, regist fees,	etc.			
Day of Week	Monday	Tuesday	Wednesday	Thursday	Friday				Categor
Date	03/11/19	03/12/19		03/14/19	03/15/19				Totals 782.9
Allowable Lodging Lodging paid w/ City VISA	195.73 195.73	195.73 195.73	195.73 195.73	195.73 195.73					782.
Breakfast (20%)		Provided	Provided	Provided	Provided				
Lunch (30%)	19.80	Provided	Provided	Provided	19.80				39. 165.
Dinner (50%) Total Meals (w/per diem)	33.00 <b>52.80</b>	33.00 33.00	33.00 33.00	33.00 33.00	33.00 <b>52.80</b>			-	204.
Fuel/Parking				PARTIE AND		MEANIN OU		100000000000000000000000000000000000000	-
Air Fare	732.01				30.00				762.
Toll/Shuttle Bus/Taxi	24.75								24
Mileage (Enter as miles)									
Calculated mileage (x.58)	756 76	•	300000000000000000000000000000000000000	-	30.00	-	STREET,	-	786
Total Transportation  Fransportation paid w/ City VISA	756.76 756.76				30.00				786
	605.00			THE STATE OF THE STATE OF	STATE OF THE PARTY			THE REAL PROPERTY.	695
Registrations Registration paid w/ City VISA	695.00 <b>695.00</b>								695
Total Cost	1,700.29	228.73	228.73	228.73	82.80			- 1	2,469
and the state of the production of		195.73	195.73	195.73	30.00				2,264
City VISA Charges (Total)			BELLEVINE SER	CERTIFICATION OF B					204
Non-Visa Charge	52.80	33.00	33.00	33.00	52.80	-		NAME OF STREET	204
If splitting between mult	tiple Accounts pl	ease use bo	x below			ount Number:		20-2022	
				_	City Acc	ount Number:			
		TOTAL	\$ -			Travel Requ	uest Filled out:	☑ ES	
Emplo Super	that the travel in ation shown is convex Signature:  visor Approval:  dead Approval:  City Manager:  Mayor:	dicated here orrect; that r	on was incurred to part of the co	d in the dischar	ge of official C imed was of a	ity of Lawrence non-City busi Date: Date: Date: Date:	ness nature.		
Approved by Acc						Date:			
	le receipts for mo	otel/lodging	expenses, publ	ic carrier tickets	s, personal aut	o mileage/gas	/tolls, regist fee	s, etc.	
Comments:		Diago anew		II Receipts are a questions rega			ort		
How did this apply to your job?	As the Quality S	ervices Spec	ialist, this conference	ence allowed to r	me to develop a ty. It's going to a	better underst	anding of the Acc re efficiently inte- erty of our comm	grate my respo	el and wha
ould recommend attending again?	do better. It was	an opportuni	ty to not only ack	knowledge our str	rengths and wea	akness, but als	of what we are of o created a platfo	orm for growth i	n the future
ow will this add value to the City of Lawrence?	This conference the form of know of the City of Lav	rledge. Not o	nly can we initiat	s about how to pr e new practices i	operly engage y n Saving lives a	your stakehold and Property, b	ers (our commun ut we can know b	ity). I feel it gav better incorpora	e us powe te the nee

Your Name:	McKenz	I EZell							
Leave Date: Return Date:	03/11/19		Destination: Trip Purpose: 2		n Grove, Califor			Per Diem:	66.00
	thod of Travel: (			vel Advance:	204.60		www.gsa.go	ov/portal/conte	ent/104878
Pe	rsonal Vehicle:				Explain:				
tach applicable receipts for motel/lodgi	_				lls, regist fees, e	etc.			
Day of Week	Monday	Tuesday	Wednesday	Thursday	Friday				Category
Date	03/11/19	03/12/19 195.73		03/14/19 195.73	03/15/19				Totals 782.92
Allowable Lodging Lodging paid w/ City VISA	195.73	195.73	195.73	195.73					782.92
Breakfast (20%)	40.00	Provided	Provided	Provided Provided	Provided 19.80				39.6
Lunch (30%) Dinner (50%)	19.80 33.00	Provided 33.00	Provided 33.00	33.00	33.00				165.00
Total Meals (w/per diem)	52.80	33.00	33.00	33.00	52.80	MERICA		-	204.6
Fuel/Parking Air Fare	732.01				30.00				762.0
Toll/Shuttle Bus/Taxi Mileage (Enter as miles)	24.75								24.7
Calculated mileage (x.58)	-		- 1	-	-	-	-	•	786.7
Total Transportation Transportation paid w/ City VISA	756.76 756.76				30.00 30.00				786.7
Registrations Registration paid w/ City VISA									695.0 695.0
Total Cost		228.73	228.73	228.73	82.80	-			2,469.2
		195.73	195.73	195.73	30.00		-		2,264.6
	1,011.10		100110					60000000000000000000000000000000000000	
City VISA Charges (Total) Non-Visa Charge		33.00	33.00	33.00	52.80	•		e Received (-):	\$204.60
	52.80	eriering illiga		33.00		-	City Ov Emplo	wes Employee:	\$204.60 -ZERO-
Non-Visa Charge	52.80	eriering illiga		33.00	City Acco	unt Number:	City Ov Emplo	ves Employee:	\$204.60 -ZERO-
Non-Visa Charge	52.80	eriering illiga		33.00	City Acco	unt Number: unt Number:	City Ov Emplo	wes Employee:	\$204.60 -ZERO-
Non-Visa Charge	52.80	eriering illiga	x below	33.00	City Acco	unt Number:	City Ov Emplo	wes Employee:	\$204.60 -ZERO-
If splitting between multi-	that the travel in ation shown is dayee Signature:	TOTAL	x below	I in the discharg	City Acco	Travel Required on City busing Date: Date: Date:	City Ov Emplo 001-2-22	wes Employee: eyee Owes City 220-2022	\$204.60 -ZERO-
I hereby certify information in the superviolent of Superviolent (Out of State Travel)	that the travel in ation shown is divisor Approval:	TOTAL	x below \$ -	I in the discharg	City Acco	Travel Requestry of Lawrence (on-City busing Date: Date: Date: Date:	City Ov Emplo 001-2-22	wes Employee: eyee Owes City 220-2022  Fig. 6	\$204.60 -ZERO-
I hereby certify informate Emplo Superv Dept. H	tiple Accounts of that the travel in ation shown is converged by the second of the sec	TOTAL	x below \$ -	I in the discharg	City Acco	Travel Request of Lawrence ton-City busin Date: Date: Date: Date: Date:	City Ov Emplo 001-2-22	wes Employee: eyee Owes City 220-2022  Fig. 6	\$204.60 -ZERO-
If splitting between multi- I hereby certify informate Emplo Superviolet. For the content of the	that the travel in ation shown is only ee Signature: wisor Approval: City Manager: Mayor: bounts Payable:	TOTAL ndicated herecorrect; that n	on was incurred to part of the cor	l in the dischargempensation clair	City Acco City Acco ge of official Cit imed was of a r	Travel Requestry of Lawrence ton-City busin Date: Date: Date: Date: Date: Date: Date:	e business anness nature.	wes Employee:  yee Owes City 220-2022  Fig. 10  d that  //2019	\$204.60 -ZERO-
If splitting between multi-  I hereby certify informs  Emplo  Superv  Dept. H  (Out of State Travel)	that the travel in ation shown is only ee Signature: wisor Approval: City Manager: Mayor: bounts Payable:	TOTAL ndicated herecorrect; that n	on was incurred to part of the cor	I in the dischargempensation claim	City Acco	ravel Request of Lawrence on-City busin Date: Date: Date: Date: Date: Date: Date: Date:	city Ov Emplo 001-2-22  dest Filled out:  de business and the business nature.  3/19 3-2  3-2  ftolls, regist fee	wes Employee:  yee Owes City 220-2022  Fig. 10  d that  //2019	\$204.60 -ZERO-
If splitting between multi-  I hereby certify informate Emplorement Supervice Dept. Hereby (Out of State Travel)  (If Required)  Approved by Accumulation Applicable Attach applicable and the specific of the	that the travel in ation shown is only ee Signature:  Wisor Approval:  City Manager:  Mayor:  Ounts Payable:  We receipts for manager:	TOTAL  ndicated here correct; that n	on was incurred to part of the core part	in the discharge mpensation claim carrier tickets.  Receipts are a questions regains conference was	City Acco	Travel Required of Lawrence on-City busin Date:	city Ov Emplo 001-2-22  dest Filled out:  de business anness nature.  3/19 3/20 3 - Z  ftolls, regist feetert	wes Employee:  yee Owes City 220-2022  ores  io d that //2019  Z-17  es, etc.	\$204.60 -ZEROZERO-
I hereby certify informs Emplo Superv Dept. H (Out of State Travel) (If Required) Approved by Acco	that the travel in ation shown is a system of the ation	TOTAL  Indicated here- correct; that n  Please answere conal Standards in hearings, lea ind dynamic wa  rence provides is a great way thence. This better	on was incurred to part of the core part	In the dischargement of control of the control of t	City Acco City Acco City Acco ge of official Cit med was of a r  personal auto ttached to the erding your trave s a great learnin can look at the erding your trave positions at eve e accreditation p up for success i	ravel Request of Lawrence on-City busin Date: Date: Date: Date: Date: Date: pate: pa	est Filled out:  e business and ness nature.  3/19,  3/20  3 - Z  ftolls, regist feature and overall benefit b	wes Employee:  yee Owes City 220-2022  ores  io d that  //2019  z	-ZEROZEROZEROZERO- te. Through ent tasks in a

Your Name:	Thomas F	agan	Supervisor	Shaun C	offey	Your	Department:	Fire Med	dical
Leave Date: Return Date:	03/11/19		Destination:		n Grove, Californ			Per Diem:	66.0
	hod of Travel: (c			vel Advance:	204.60	u	www.gsa.go\ se M&IE column	//portal/conte	nt/10487
Per	sonal Vehicle:				Explain:				
h applicable receipts for motel/lodgir	ng expenses, pub	lic carrier ticke	ets, personal auto	mileage/gas/to	lls, regist fees, e	etc.			
Day of Week	Monday	Tuesday 03/12/19	Wednesday 03/13/19	Thursday 03/14/19	<b>Friday</b> 03/15/19				Catego
Date Allowable Lodging Lodging paid w/ City VISA	03/11/19 195.73 195.73	195.73 195.73	195.73 195.73	195.73 195.73	00/10/10				782 782
Breakfast (20%)		Provided	Provided	Provided	Provided	ACCRECATE OF THE PARTY OF THE P			
Lunch (30%) Dinner (50%)	19.80 33.00	Provided 33.00	Provided 33.00	Provided 33.00	19.80 33.00				39 165
Total Meals (w/per diem)	52.80	33.00	33.00	33.00	52.80			-	204
Fuel/Parking	37.50				00.00				37 762
Air Fare Toll/Shuttle Bus/Taxi	732.01 24.75				30.00				24
Mileage (Enter as miles)		3 S.C. 9 \$ 1 (c)	1786 S - 178						
Calculated mileage (x.58) Total Transportation	794.26				30.00	•		•	824 824
Fransportation paid w/ City VISA	794.26	HUMBER		ASSESSED NO.	30.00				
Registrations Registration paid w/ City VISA	695.00 695.00								695
Total Cost	1,737.79	228.73	228.73	228.73	82.80	-	-	-	2,50
City VISA Charges (Total)	1,684.99	195.73	195.73	195.73	30.00		-	-	2,302
Non-Visa Charge		33.00	33.00	33.00	52.80				20
If splitting between mult						unt Number:	001-2-22	20-2022	
				Г	City race			₽ES	
		TOTAL	\$ -			Travel Reque	est Filled out:	□ko	
informa Emplo Superv	that the travel in tion shown is co yee Signature: isor Approval: lead Approval:	Shown	on was incurred to part of the col	in the discharg	ge of official Cit imed was of a r	ty of Lawrence non-City busin Date: _ Date: _ Date: _ Date:	3/18/1	2019	
				-		-	,		
(If Required)	Mayor: _					Date:			
Approved by Acco	-	otel/lodging e	expenses nublic	carrier tickets	personal auto	Date: _	olls, regist fee	s, etc.	
Comments:	- Toodipie roman				ttached to the				
77		Please answe	er the following	questions rega	rding your trave	el:			
How did this apply to your job?	As the accredita CFAI Model to e value to the com	nsure the dep	artment continue	s to remain com	ce allowed me to pliant. The confe	stay informed erence workses	to the developr sions faciliated	nent of the 10th new information	related
ould recommend attending again?	sessions were in	formative to s		department's ar	re doing to reduc	e their risk and	evolve to bette	er serve their con	mmunitie
w will this add value to the City of Lawrence?	By looking outsic found to investig					on and continuo	ous improvemen	nt, several oppo	rtunities

				Expense S wrence, K					
Your Name:	Ryan Ho	rnberger	Supervisor	Justin Te	emple	Yo	ur Department:		
Leave Date: Return Date:	03/11/19 03/15/19		Destination: Trip Purpose:	CPSE Confe	erence - Garden Conference	Grove, CA		Per Diem:	66.00
M	ethod of Travel: City Vehicle:	(check one)	Air:	Travel Advance:	204.60		WWW.QSa.Q	ov/portal/conte	nt/104878
f	Personal Vehicle:		Other:		Explain:				
applicable receipts for motel/lodging e	xpenses, public	carrier tickets, pe	rsonal auto miles	age/gas/tolls, regis	t fees, etc.				
Day of Week Date Allowable Lodging Lodging paid w/ City VISA	Monday 03/11/19 195.73 195.73	Tuesday 03/12/19 195.73 195.73	03/13/19 195.73 195.73	195.73	Friday 03/15/19				Category Totals 782.92 782.92
Breakfast (20%) Lunch (30%) Dinner (50%)	19.80 33.00	Provided Provided 33.00 33.00	Provided Provided 33.00	Provided Provided 33.00	Provided 19.80 33.00 52.80				39.60 165.00 204.60
Total Meals (w/per diem)  Fuel/Parking Air Fare	702.01	33.00	33.00	33.00	52.80				702.01 24.75
Toll/Shuttle Bus/Taxi Mileage (Enter as miles) Calculated mileage (x.58) Total Transportation Transportation paid w/ City VISA	726.76	•	-	-	•	-	-	•	726.76 726.76
Registration paid w/ City VISA	695.00								695.00 695.00
Total Cost	1,670.29	228.73	228.73	228.73	52.80	-	-	-	2,409.28
City VISA Charges (Total)		195.73			-	-	-		2,204.68
Non-Visa Charge	52.80	33.00	33.00	33.00	52.80		Advan	ce Received (-):	204.60 \$204.60
If splitting between mu	Itiple Accounts	please use box	below				Emp	Owes Employee:	STATE OF THE PARTY.
						ccount Number:	001-2-2	220-2022	
		TOTAL	S -				quest Filled out	Yes	
I hereby cer	rtify that the trav	rel indicated her	reon was incurre	ed in the discharg	ge of official City	y of Lawrence b	usiness and the	it	
	loyee Signature:	no h	145			Date:		20/19	
	rvisor Approval Head Approval	011	cat			Date:	3/	21/19	9
(Out of State Travel)	City Manager	1	-lu	afah		Date:	3	22-1	7
(If Required)	Mayor					Date			
Approved by Ac	1		-	-		Date			
Attach appl	icable receipts f			blic carrier tickets			ls, regist fees, e	etc.	
How did this apply to your job?	As the technolo data tracking re	gy manager for t	the department, the pertains to accre	ng questions rega he conference allo ditation.	rding your trave wed me to devel	et: lop strategies to e	ensure that the d	epartment remair	ns compliant with
ould recommend attending again?	citizens of Law	rence, KS have t	heir tax dollars s						
ow will this add value to the City of Lawrence?	It ensures that	LDCFM is keepir	ng pace with the	latest and greatest	improvements in	n data driven enh	ancements to er	nergency service	S
			1					I	

Your Name:	Melinda k	( Harger	Supervisor	Dave W	agner	Your	Department:	MSC	
	00/40/40		Destination:		os Angeles, CA				
Leave Date: Return Date: _	03/12/19		Trip Purpose:	2019 CPE Confe	erence			Per Diem:	66.00
Meth	od of Travel: City Vehicle:	(check one) X		avel Advance:	•		www.gsa.gov	v/portal/conte	nt/104878
Pers	sonal Vehicle:		Other:		Explain:	Flight cancelle	ed. New flight ar	rived in KC at 2	am on 3/16
ach applicable receipts for motel/lodging	g expenses, pu	iblic carrier tick	ets, personal aut	o mileage/gas/to	olls, regist fees,	etc.			
Day of Week	Tuesday	Wednesday	Thursday	Friday	Saturday	STORY OF THE			Category
Date Allowable Lodging Lodging paid w/ City VISA	03/12/19	03/13/19	03/14/19	03/15/19	03/16/19				-
Breakfast (20%)				13.20					13.20 39.60
Lunch (30%) Dinner (50%)	19.80	33.00		19.80 33.00					66.00
Total Meals (w/per diem)	19.80	33.00		66.00	MARKET STATE				SPACE AS
Fûel/Parking Air Fare					30.00 569.96				30.00 569.90
Toll/Shuttle Bus/Taxi	30.71			38.11					68.8
Mileage (Enter as miles) Calculated mileage (x.58)	<b>中国的企业</b>	Section 1						7. C. 17.53	668.7
Total Transportation Transportation paid w/ City VISA	30.71			38.11 38.11	599.96 599.96	•	-		668.7
Registrations *See Below* Registration paid w/ City VISA					2 March March				
Total Cost	50.51	33.00	-	104.11	599.96	-	-	-	787.5
City VISA Charges (Total)	30.71	0.000		38.11	599.96			-	668.7
	19.80	33.00	P ( 50 17 H)	66.00			196928	-	118.8
Non-Visa Charge	19.80	33.00		CHAS CANADAS				e Received (-):	\$0.00
If splitting between multi	iple Accounts	please use bo	ox below			count Number:	501-7-71	100-2022	
						Travel Requ	est Filled out:	ØrES .	
		TOTA	L \$ -	]				□NO	ı
Employ	that the travel ation shown is yee Signature risor Approva	correct; that	eon was incurrent part of the condard .	d in the discharge ompensation of	rge of official ( aimed was of a	City of Lawrence a non-City busi Date:	3/18/1	d that	
Dept. H	lead Approval	MY A	VV()			Date:	3	10	
(Out of State Travel)	City Manager	Bus	1 Mis	-	-	Date:	5-22-	19	
(If Required)	→ Mayor	:			•	Date:			
Approved by Acco						Date:			
Attach applicabl	e receipts for	motel/lodging	expenses, pub	lic carrier ticke	ts, personal au	to mileage/gas	/tolls, regist fe	es, etc.	
Comments:		Plassa ansu	ver the following	a auestions rec	arding your tra	avel:			
How did this apply to your job?	Conference o	n procurement	best practices. P	resented on City	's alternative p	roject delivery p	rocedures.		
Nould recommend attending again?	Yes								
How will this add value to the City of Lawrence?	Learned about advancement	t providing fair s in procureme	open, and trans	parent procuren	nent in the public	c sector. Other	entities shared th	neir research an	d

		Fagan	Supervisor				Department:	T II C IVIC	dical
Leave Date: Return Date:	03/03/19		Destination: Trip Purpose:	Rido	gedale, Missou Inking Chief Exe		[	Per Diem:	55.00
Met	hod of Travel:	(check one) X		avel Advance:	93.50		www.gsa.go	ov/portal/conte	nt/104878
Pei	rsonal Vehicle:				Explain:				
ttach applicable receipts for motel/lodgir	ng expenses, pu	ıblic carrier tick	ets, personal au	to mileage/gas/to	lls, regist fees,	etc.			
Day of Week	Sunday	Monday	Tuesday	Wednesday					Category
Date Allowable Lodging Lodging paid w/ City VISA	03/03/19 125.00 <b>125.00</b>	03/04/19 125.00 <b>125.00</b>	03/05/19 125.00 <b>125.00</b>	03/06/19					375.00 375.00
Breakfast (20%)		11.00	11.00	11.00					33.00 33.00
Lunch (30%) Dinner (50%)	16.50 27.50	Provided Provided	Provided Provided	16.50					27.5
Total Meals (w/per diem)	44.00	11.00	11.00	27.50		-		-	93.5
Fuel/Parking	24.28		25.07						49.3
Air Fare Toll/Shuttle Bus/Taxi									-
Mileage (Enter as miles)					DES MONORPORTURAL				-
Calculated mileage (x.58) Total Transportation	24.28	-	25.07		-	-	-	-	49.3
Transportation paid w/ City VISA	24.28		25.07				-		49.3
Registrations Registration paid w/ City VISA	550.00 550.00								550.0 550.0
Total Cost	743.28	136.00	161.07	27.50	-	-	-	DEPOSIT AND RESIDENCE	1,067.8
City VISA Charges (Total)	699.28	125.00	150.07	-	•				974.3
Non-Visa Charge		11.00	11.00	27.50			-	-	93.5
		ateses uses because	halam				Emplo	yee Owes City	-ZERO-
ir spirtung between mun	tiple Accounts	please use bo	x below	]		ount Number:		220-2022	-ZERO-
ir spirtung between mun	iple Accounts	please use bo	x below			ount Number:	001-2-22	220-2022	-ZERO-
ir spirtung between mun	iple Accounts	please use bo		[		ount Number:		220-2022	-ZERO-
l hereby certify Informa	that the travel	TOTAl	\$ -	ed in the dischar compensation cla	City Acc	Travel Requ	001-2-22	220-2022 ☑rss	-ZERO-
l hereby certify Informa Emplo	that the travel ation shown is	TOTAl	\$ -	ed in the dischar ompensation cla	City Acc	Travel Requirity of Lawrence	001-2-22	220-2022 ☑rss	-ZERO-
l hereby certify informa Emplo Superv	that the travel ation shown is yee Signature: risor Approval:	TOTAl	\$ -	ed in the dischar compensation cla	City Acc	Travel Requiring of Lawrence non-City busing Date:	001-2-22	220-2022 ☑rss	-ZERO-
l hereby certify informa Emplo Superv	that the travel ation shown is yee Signature:	TOTAl	\$ -	ed in the dischar compensation cla	City Acc	Travel Requirity of Lawrence non-City busing Date:	001-2-22	220-2022 ☑rss	-ZERO-
I hereby certify inform: Emplo Superv Dept. H	that the travel ation shown is yee Signature: risor Approval:	TOTAl	\$ -	ed in the dischan	City Acc	Travel Requestry of Lawrence non-City busing Date: Date: Date:	001-2-22	220-2022 ☑rss	-ZERO-
I hereby certify information in the second supervision of State Travel)	that the travel ation shown is yee Signature: visor Approval: Head Approval: City Manager:	TOTAl	\$ -	ed in the dischar compensation cla	City Acc	Travel Requestry of Lawrence non-City busing Date: Date: Date: Date:	001-2-22	220-2022 ☑rss	-ZERO-
I hereby certify informs Emplo Super Dept. H (Out of State Travel) (If Required) Approved by Acc	that the travel ation shown is yee Signature: visor Approval: City Manager:  Mayor: ounts Payable:	TOTAl indicated here correct; that	eon was incurred to part of the co	ed in the discharge ompensation cla	ge of official C	Travel Required for the control of t	uest Filled out:	220-2022  27ES  100  d that	-ZERO-
I hereby certify informs Emplo Super Dept. H (Out of State Travel) (If Required) Approved by Acc	that the travel ation shown is yee Signature: risor Approval: Gity Manager:  Mayor: ounts Payable:	TOTAl indicated here correct; that	expenses, pub	lic carrier tickets	ge of official C imed was of a	Travel Requestity of Lawrence non-City busing Date:	oon-2-22 uest Filled out: te business anness nature. 3   3   11   3   11	220-2022  27es  100  d that	
I hereby certify inform: Emplo Superv Dept. H (Out of State Travel) (If Required) Approved by Acc	that the travel ation shown is yee Signature: visor Approval: Head Approval: City Manager: Mayor: ounts Payable: The Fire Officindustry leade data, assumment interestions in the section of the section	motel/lodging The \$10/day or Please answer & Ranking Cors from the Integrand sustaining sust	expenses, publicational Associational Association Associ	lic carrier tickets ated with lodging q questions rega FORCE) Conferer ation of Fire Chie	ge of official C limed was of a  s, personal aut we're for "res arding your tra nce facilitated e fs (IAFC) focus on unresolved	Travel Requirements of Lawrence non-City busing Date: Date: Date: Date: Date: Date: Date: do mileage/gas Fort fees", this vel: ducational sessed on leadershindustry issues	nest Filled out:  te business an ness nature.  3/11/  /tolls, regist feincluded a fee sions and networp in the midst o and problems. ovative in its may be soutive in the soutive in t	d that  des, etc.  on-site shuttle.  orking oppoortuniof uncertainty, tec These sessions	ties with thnology and and ces and
I hereby certify inform: Emplo Superv Dept. H (Out of State Travel) (If Required) Approved by Acc Attach applicable Comments:	that the travel ation shown is yee Signature: visor Approval: Head Approval: City Manager: Mayor: ounts Payable: In receipts for industry leade data, assumin interactions will yes. The confiand discussion	motel/lodging The \$10/day or Please answer & Ranking Crs from the Integ and sustaininil help the Lawerence was a rest. The educations. The educations are considered to the construction of the construction o	expenses, publicational Associational Associational Associational Associational Associational Associational Associatively small gonal sessions with the control of the cont	lic carrier tickets ted with lodging g questions regal CORCE) Conferer aroun sessions	ge of official Calmed was of a we're for "reserding your trance facilitated effs (IAFC) focus on unresolved all remain progrofficers from all n point to relative	Travel Requirements of Lawrence non-City busing Date: Date: Date: Date: Date: Date: Date: do mileage/gas sort fees", this vel: ducational sessed on leadershindustry issues ressive and innover the country echallenges in the sessive challenges in the sessive and innover the country expenses in the session and the sessi	nest Filled out:  te business an eness nature.  3/10/ 3/10/ /tolls, regist feincluded a fee sions and networp in the midst or and problems. ovative in its mary which aided in the fire service.	d that  des, etc.  on-site shuttle.  orking oppoortunifur uncertainty, tec. These sessions anagement practin concentrated in e.	ties with thnology and and ces and nteractions

Your Name:	Dennis	Leslie	Supervisor	Chris	King	You	r Department:	Fire/M	edical
Leave Date: Return Date:	03/17/19		Destination: Trip Purpose:	NFPA CFPE Ce	Las Vegas	· e		Per Diem:	61.00
	thod of Travel:	(check one)		ravel Advance: 376.96	231.80		www.gsa.g	ov/portal/conte	ent/104878
Pe	rsonal Vehicle:		Other:		Explain:				
ach applicable receipts for motel/lodgin	ng expenses, pu	blic carrier tick	ets, personal au	to mileage/gas/to	olls, regist fees,	etc.			
Day of Week		Monday	Tuesday	Wednesday	Thursday	Friday			Categor
Date Allowable Lodging Lodging paid w/ City VISA		03/18/19 129.25 129.25	129.25	129.25	03/21/19 129.25 129.25	03/22/19			Totals 646. 646.
Breakfast (20%)		12.20	12.20	12.20	12.20 18.30	12.20			61. 18.
Lunch (30%) Dinner (50%) Total Meals (w/per diem)	30.50	30,50 <b>42.70</b>		30.50 42.70	30.50 61.00	12.20			152. 231.
Fuel/Parking	37.50								37
Air Fare Toll/Shuttle Bus/Taxi									376.
Mileage (Enter as miles) Calculated mileage (x.58)					•				
Total Transportation  Transportation paid w/ City VISA	416.71	-		- · · · ·			•		416 376
Registrations Registration paid w/ City VISA									1,010. 1,010.
Total Cost	1,586.46	171.95	171.95	171.95	190.25	12.20			2,304
City VISA Charges (Total)	1,516.21	129.25	129.25	129.25	129.25			•	2,033
Non-Visa Charge	70.25	42.70	42.70	42.70	61,00	12,20			271
If splitting between mult	tiple Accounts	please use bo	x below	1	City Acc	ount Number:		yee Owes City	-ZERO
					City Acc	ount Number:			
		TOTAL	. \$ -			Travel Requ	uest Filled out:	DIYES DINO	
Emplo Superv	that the travel in ation shown is yee Signature: risor Approval: dead Approval: Gity Manager:							1 19 1 2019 1 2019	
(If Required)	Mayor:					Date:			
Approved by Acco	ounts Payable:					Date:			,
Attach applicabl	e receipts for n	notel/lodging	expenses, publ	ic carrier ticket	s, personal aut	o mileage/gas.	tolls, regist fee	es, etc.	
Comments:								.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
low did this apply to your job?	Certification as staff with the sk	a fire plans exa	aminer is the exp	questions regarded and question of the poor facilitate the fire	osition I recently	y accepted. Th	is NFPA certific evelopment prod	ation class has p cess.	rovided ou
ould recommend attending again?	Absolutely the toprevention divis	pest fire related sion. It delivers	training I have a the information	attended in years needed for unde	s. This course harstanding the na	as been directe ational stardard	d to all fire inspe s that we are ac	ectors for our dep countable to.	partments
w will this add value to the City of				Lawrence but the facilitate a smooth					knowledge

Your Name:	Jayme We	ehmeyer	Supervisor	Adam H	leffley	You	ır Department:	Poli	ce
Leave Date: Return Date:	03/19/19		Destination: Trip Purpose:	Benchmark Citie	Austin, TX			Per Diem:	-
Met	hod of Travel: (			ravel Advance:			www.gsa.go	ov/portal/conte	ent/104878
Pe	rsonal Vehicle:		Other:		Explain:				
ttach applicable receipts for motel/lodgin	ng expenses, pub	olic carrier tick	ets, personal au	to mileage/gas/to	olls, regist fees, e	etc.			
Day of Week Date Allowable Lodging Lodging paid w/ City VISA	Tuesday 03/19/19	03/21/19							Category Totals
Breakfast (20%) Lunch (30%) Dinner (50%)	-								-
Total Meals (w/per diem)  Fuel/Parking	THE RESIDENCE				1000000	e maning			
Air Fare Toll/Shuttle Bus/Taxi Mileage (Enter as miles)	74.88	65.40							140.2
Calculated mileage (x.58) Total Transportation Transportation paid w/ City VISA	74.88	65.40	-		-	•	-		140.2
Registrations *See Below* Registration paid w/ City VISA									
Total Cost		65.40		-					140.2
City VISA Charges (Total)				-					140.
Non-Visa Charge	74.88	65.40		-	-	-		-	140.2
If splitting between mult	iple Accounts p	lease use bo	x below			ount Number: ount Number:		140-4101	l 1
		TOTAL	\$ -			Travel Req	uest Filled out:	☑ YES	
				ed in the dischar ompensation cla			ness nature.	d that	
	risor Approval:	200		280	_	Date:	3/2	27 9	
(Out of State Travel)	City Manager:	Dil	ma he	hat		Date	37	1/19	
(If Required)	Mayor:			7	•	Date			
Approved by Acco						Date			
Attach applicabl	e receipts for n	notel/lodging	expenses, pub	lic carrier ticket	s, personal auto	o mileage/gas	tolls, regist fee	es, etc.	
How did this apply to your job?		esponsible for	providing annua	g questions regal al information to the City studies and	he Benchmark C	ity Survey, this			
ould recommend attending again?	Yes								
low will this add value to the City of Lawrence?	measurement to	ool to help ens	ure their Depart mation about ea	1997 by a core g ments are provid ach Department.	ing the best serv  Nith that informa	ice possible w	ithin their respec	ctive communitie	es.The survey

Your Name;	Michelle C	Sundy	Supervisor	Brian S	tapleton	You	ur Department:	MS	0
		<b>在3年的人的</b>	Sign and the same of the same		<b>的现在分词的</b>				
Leave Date: Return Date:	03/18/19		Destination: Trip Purpose:	Salin Attend KDHE/K	OR WORKS of			Per Diem:	55.00
Ma	thad of Traval: (a	hook and		ravel Advance:		1	www.asa.oo	ov/portal/conte	ent/104878
WIE	thod of Travel: (c City Vehicle:			raver Advance.	-	1	use M&IE column		6110 104070
Pe	rsonal Vehicle:				Explain:				
ach applicable receipts for motel/lodgi					tolls, regist fees	s, etc.			
Day of Week Date	Monday 03/18/19	Tuesday 03/19/19	Wednesday 03/20/19	Thursday 03/21/19	904 C 347 465	(m/d) 15 (15 (15 (15 (15 (15 (15 (15 (15 (15	HINELEENER	地名企業各個的特別	Category Totals
Allowable Lodging	126.97	126.97	126.97	00/21/10					380.9
Lodging paid w/ City VISA	126.97	126.97	126.97						380.9
Breakfast (20%)									
Lunch (30%)				16.50					16.5
Dinner (50%)	27.50	27.50	27.50						82.50
Total Meals (w/per diem)	27.50	27.50	27.50	16.50				THE REAL PROPERTY.	99.0
Fuel/Parking									
Air Fare									
Toll/Shuttle Bus/Taxi									
Mileage (Enter as miles) Calculated mileage (x.58)	Daharan shiri		1911 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	caranatan una		CSA/Works 568			
Total Transportation								-	-
Transportation paid w/ City VISA									
UNIVERSAL STREET, STRE				STREET, STREET				MINISTER WHEN	STATE OF THE PARTY.
Registrations *See Below* Registration paid w/ City VISA							-		-
Registration paid w only viola	NAME OF STREET		NAME OF TAXABLE PARTY.					DESCRIPTION OF THE PERSON OF T	A STATE OF THE PARTY OF
Total Cost	154.47	154.47	154.47	16.50	-	-	-	-	479.9
				<b>新型港灣企</b>		1000000	353500000		
City VISA Charges (Total)	126.97	126.97	126.97		·	-		200000000000000000000000000000000000000	380.9
Non-Visa Charge	27.50	27.50	27.50	16.50	-			Manual Control	99.0
reon-viou orinige	27.00	27.00	27,00	10.00		STATE OF THE PARTY OF	THE REAL PROPERTY.	CIDATE STATE	STREET, STREET
If splitting between mult	inpre Accounts pro	2836 436 00.	- Below	]		count Number:		515-2022	]
					City Ac	count Number:			1
						Travel Bog	uest Filled out:	₽ES	
		TOTAL	\$ -	-		Travel Req	uest Filled out:	□ko	
				,					,
I hereby certify	that the travel inc	licated here	on was incurre	d in the discha	rge of official	City of Lawren	ce business an	d that	
monin	A A	A - 1	A O	Sallon Ci	ailled was of	a non-only bus	7 10 5	= 40	
Emplo	yee Signature:	rice	un u	V /2		Date	>/ dw.	2/19	
Super	isor Approval:			0		Date			
daport	Th.	11.	40		•		2/2/	110	•
Dept. H	lead Approval:	Mln	Jall	ee		Date	. 3/2le	119	
(Out of State Travel)	City Manager:		,0			Date	:	,	
	_				•				•
(If Required)	→ Mayor:					Date			-
Approved by Acco					-	Date			-
Attach applicable	e receipts for mo	tel/lodging e	expenses, publ	lic carrier ticke	ts, personal au	ito mileage/gas	s/tolls, regist fe	es, etc.	OMBER OF A STA
Comments:									
				questions reg			14/		
How did this apply to your job?	The conference s for programs with								
ould recommend attending again?	Yes, I gained CE Additionally, I am annual conference	a serving m	ember of the bo	ard of directors	of KOR (KS Org	SWANA (Solid ) ganization of Re	Waste Association (Control of the Control of the Co	on of North Ame	erica.) KSI, our singl
ow will this add value to the City of Lawrence?	This conference pathroughout the state Lawrence Program	ate. Roundta	ports networking ables, peer and	g of our various v national level sp	waste reduction eakers provide	, toxics reduction ideas, experien	on and materials ace cooperative r	recycling progra relationships for	ams improving ou

Your Name:	Kathy Richa	ardson	Supervisor	Dave H	(ing	Your	Department:	MSO - Sol	id Waste
Leave Date:	03/19/19		Destination: Trip Purpose: Atte	Salina	/Lindsborg, Kans	as		Per Diem:	55.00
Return Date:	03/21/19				H WORKS com	erence	L		
Met	hod of Travel: (cl City Vehicle:			Advance:		U	www.gsa.gov se M&IE column	//portal/conte	nt/1048/8
Pel	rsonal Vehicle:				Explain:			100	
ch applicable receipts for motel/lodgin				ileage/gas/tol	ls, regist fees, et	tc.			
Day of Week	The second secon	Vednesday							Category
Allowable Lodging	03/19/19	03/20/19	03/21/19						Totals 253.94
Lodging paid w/ City VISA	126.97	126.97					No. of Concession, Name of Street, or other party of the Concession, Name of Street, or other pa		253.94
Breakfast (20%)			-						16.50
Lunch (30%) Dinner (50%)	27.50	27.50	16.50						55.00
Total Meals (w/per diem)	27.50	27.50	16.50	-				-	71.50
Fuel/Parking			6,97						6.97
Air Fare Toll/Shuttle Bus/Taxi			- Table 1 - Tabl						- :
Mileage (Enter as miles)									
Calculated mileage (x.58) Total Transportation	-		6.97	:	-	:			6.97
ransportation paid w/ City VISA			6.97						6.97
Registrations *See Below*	200.00								200.00
Registration paid w/ City VISA	200.00								200.00
Total Cost	354.47	154.47	23.47			-			532.41
		医多种多种原	Commercial Co.		STORESTON OF		1000		400.0
City VISA Charges (Total)	326.97	126.97	6.97	-					460.91
Non-Visa Charge	27.50	27.50	16.50		Maria Carlo	-	CAMPBELL IN		71.50
tration has been reported on previous							Advance	Received (-):	\$0.00
If splitting between multi	pre Accounts pri	ase use oo	Dolow			unt Number:	502-3-35	15-2022	]
									1
	70.000					Travel Requ	est Filled out:	☑ YES	
		TOTAL	. \$ -	L				□ NO	J
informe Emplo Superv	that the travel invition shown is co yee Signature: risor Approval: lead Approval:	Kath	on was incurred in the compart of th	eldern	ge of official Cit imed was of a n	Date: Date: Date: Date:	ess nature.	2019 19	
(If Required)	Mayor:					Date:			-
Approved by Acco	ounts Payable:					Date:			
Attach applicable	e receipts for mo	tel/lodging	expenses, public o	arrier tickets	, personal auto	mileage/gas/1	olis, regist les	s, etc.	
Comments:									
low did this apply to your job?	The topic covere	d at this conf d services w	er the following querence was solid was offer to our Lawrence.	aste managen	nent including red	cycling, compos	sting and hazard nagement and the	dous waste disp he Kansas Orga	posal. These anization of
ould recommend attending again?	Yes. At this confe Management Sys		able to obtain Contin	uing Educatio	on Units (CEUs) 1	loward my Cert	ification of Integ	grated Solid Wa	aste
ow will this add value to the City of Lawrence?	Yes. We learned shared at the train	about new g	rant opportunities a s and roundtable dis	nd updates fro scussions wer	om KDHE that wi	Il assist the Cit	y of Lawrence s	solid waste prog	grams, Ideas

Your Name:	Dennis	Leslie	Supervisor	Chris	King	You	r Department:	Fire/M	edical
Leave Date: Return Date:	03/17/19		Destination: Trip Purpose:	NFPA CFPE Ce	Las Vegas	· e		Per Diem:	61.00
	thod of Travel:	(check one)		ravel Advance: 376.96	231.80		www.gsa.g	ov/portal/conte	ent/104878
Pe	rsonal Vehicle:		Other:		Explain:				
ach applicable receipts for motel/lodgin	ng expenses, pu	blic carrier tick	ets, personal au	to mileage/gas/to	olls, regist fees,	etc.			
Day of Week		Monday	Tuesday	Wednesday	Thursday	Friday			Categor
Date Allowable Lodging Lodging paid w/ City VISA		03/18/19 129.25 129.25	129.25	129.25	03/21/19 129.25 129.25	03/22/19			Totals 646. 646.
Breakfast (20%)		12.20	12.20	12.20	12.20 18.30	12.20			61. 18.
Lunch (30%) Dinner (50%) Total Meals (w/per diem)	30.50	30,50 <b>42.70</b>		30.50 42.70	30.50 61.00	12.20			152. 231.
Fuel/Parking	37.50								37
Air Fare Toll/Shuttle Bus/Taxi									376.
Mileage (Enter as miles) Calculated mileage (x.58)					•				
Total Transportation  Transportation paid w/ City VISA	416.71	-		- · · · ·			•		416 376
Registrations Registration paid w/ City VISA									1,010. 1,010.
Total Cost	1,586.46	171.95	171.95	171.95	190.25	12.20			2,304
City VISA Charges (Total)	1,516.21	129.25	129.25	129.25	129.25			•	2,033
Non-Visa Charge	70.25	42.70	42.70	42.70	61,00	12,20			271
If splitting between mult	tiple Accounts	please use bo	x below	1	City Acc	ount Number:		yee Owes City	-ZERO
					City Acc	ount Number:			
		TOTAL	. \$ -			Travel Requ	uest Filled out:	DIYES DINO	
Emplo Superv	that the travel in ation shown is yee Signature: risor Approval: dead Approval: Gity Manager:							1 19 1 2019 1 2019	
(If Required)	Mayor:					Date:			
Approved by Acco	ounts Payable:					Date:			,
Attach applicabl	e receipts for n	notel/lodging	expenses, publ	ic carrier ticket	s, personal aut	o mileage/gas.	tolls, regist fee	es, etc.	
Comments:								.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
low did this apply to your job?	Certification as staff with the sk	a fire plans exa	aminer is the exp	questions regarded and question of the poor facilitate the fire	osition I recently	y accepted. Th	is NFPA certific evelopment prod	ation class has p cess.	rovided ou
ould recommend attending again?	Absolutely the toprevention divis	pest fire related sion. It delivers	training I have a the information	attended in years needed for unde	s. This course harstanding the na	as been directe ational stardard	d to all fire inspe s that we are ac	ectors for our dep countable to.	partments
w will this add value to the City of				Lawrence but the facilitate a smooth					knowledge

Your Name:	Vicki Turr	<u>ner</u>	Supervisor			You	ır Department:	<u>Municipa</u>	<u>Il Court</u>
			1100		<b>为</b> 政治學等	7			
Leave Date:	03/06/19		Destination:	: Wichita, Kansas : Municipal Court Clerk's Conference					
Return Date:	03/08/19		Trip Purpose:	Municipal Cou	rt Clerk's Confer	ence		Per Diem:	-
Met	thod of Travel: City Vehicle:	(check one)		ravel Advance:		×	www.gsa.ge use M&IE column	ov/portal/cont	ent/104878
Pe	rsonal Vehicle:		Other:	X	Explain:	Passer	ger; Mileage w	as reimbursed to	o driver
Attach applicable receipts for motel/lodging	-					, etc.			
Day of Week	Wednesday	Thursday					2007 B. 15 F.		Category
Date	03/06/19	03/07/19							Totals
Allowable Lodging Lodging paid w/ City VISA	119.63	119.63							239.26
Breakfast (20%)		-						The Property	
Lunch (30%)	-	-							
Dinner (50%)	-	-				_			- :
Total Meals (w/per diem)	-			-	Circles and the	Library English	Acceptance of the last		
Fuel/Parking									
Air Fare									- :
Toll/Shuttle Bus/Taxi Mileage (Enter as miles)									-
Calculated mileage (x.58)	516 (Mail 24)		-	-	4 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -		-		
Total Transportation	-		-	-	-	-	-	-	-
Transportation paid w/ City VISA	The state of the state of	- 10 - 10 - 10		N 40 C 1 C 1 C 1	11 Th 2 1 Th 1 Th 1 Th 1 Th 1 Th 1 Th 1	A STAN MARK	Carried March 18		
Registrations *See Below*									
Registration paid w/ City VISA									-
Total Cost	119.63	119.63	-	_	_	_			239.26
Total Cost	119.05	119.03			MARKEN OF	L. Ewilden	Real Property	SUPPLIES OF SUPPLIES	Maria Santa
City VISA Charges (Total)	-	-	-	-	-	-	-		-
	E-198145	440.00	<b>自然</b> 公司等30.2000	1950年的特別	<b>特别的多形形</b>		SERVICE SHOP OF		239.26
Non-Visa Charge	119.63	119.63		-	-			10 May 10 C 21	233.20
*If registration has been reported on previous expense statement leave blank*							City O	e Received (-): wes Employee:	\$0.00 \$239.26
If splitting between mult	inlo Accounts i	deseause ho	v helow				Emplo	yee Owes City	-ZERO-
ii spiitting between muit	ipie Accounts	nease use bo	N Delow	1	City Acc	ount Number:	001-1-1	090-2030	Ī
		City Account Number: 001-1-1090-2030							
				4	City Acc	count Number:	001-1-1090-20	130	
				1				□YES	1
				]		Travel Requ	uest Filled out:		
		TOTAL	. \$ -	J				<b>1</b> 10	I
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:  Date:  Date:									
Dept. Head Approval: Muklik							19		
(Out of State Travel)	City Manager:				_	Date:			_
(If Required)	Mayor:				_	Date:			-
Approved by Acco	→ .				_	Date:			-
Attach applicabl			expenses, pub	lic carrier ticke	ts, personal au	to mileage/gas	/tolls, regist fe	es, etc.	
Comments:									
		Please answe	er the following	g questions reg	garding your tra	vel:			
How did this apply to your job?	Day 1 of the co from the KBI ar				ered all basics of	court operatior	is. Day 2 had n	notivational spea	akers, updates
Would recommend attending again?	Yes.								<i>y</i>
How will this add value to the City of Lawrence?			nd up to date o	n the latest polic	cies and procedu	res is critical to	building and m	aintaining an eff	ective