## 2019 Travel Expense Statement City of Lawrence, Kansas

Your Name:	Kristee	Bowles	Supervisor J	eremy Wil	llmoth	You	r Department: F	inance	
	Allender				A		Delegia di Walio etc.	4250 L-Co.	
Leave Date: Return Date:	11/16/19 11/23/19		Destination: Trip Purpose:	Accounting Aca	Chicago, IL demy at GFOA		[	Per Diem:	76.00
Met	hod of Travel: City Vehicle:	(check one)		avel Advance:			www.gsa.go	v/portal/conte	nt/10 <b>4</b> 878
Per	sonal Vehicle:		Other:	X	Explain:		Amtr	ak	
Attach applicable receipts for motel/lodgin	ng expenses, p	ublic carrier tick	ets, personal au	to mileage/gas/	tolls, regist fees,	, etc.			
Day of Week	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	matiles I	Category
Date Allowable Lodging	11/16/19	11/17/19 178.63	178.63	11/19/19 178.63	11/20/19 178.63	11/21/19	11/22/19	Established	714.52
Lodging paid w/ City VISA		178.63	178.63	178.63	178.63				714.52
Breakfast (20%)									
Lunch (30%) Dinner (50%)	38.00		38.00	38.00	38.00	38.00			190.00 190.00
Total Meals (w/per diem)	38.00		38.00	38.00	38.00	38.00			
Fuel/Parking Air Fare	74.00								74.00
Toll/Shuttle Bus/Taxi	74.00								- :
Mileage (Enter as miles) Calculated mileage (x.58)	Mana .	10000	1.0		5 West •		36135161		188
Total Transportation	74.00	-	-	-				· ·	74.00
Transportation paid w/ City VISA									1,210.00
Registrations *See Below* Registration paid w/ City VISA	1,210.00 1,210.00								1,210.00
	1,322.00	178,63	216.63	216.63	216.63	38.00		-	2,188.52
Total Cost	<b>E</b> SSSIE					444	200	1000年	1,924.52
City VISA Charges (Total)	1,210.00	178.63	178.63	178.63	178.63				
Non-Visa Charge	112.00	•	38.00	38.00	38.00	38.00			264.00
*If registration has been reported on		no internet					Advance	e Received (-):	\$190.00
previous expense statement leave blank*							City Ow	res Employee:	\$74.00
							Employ	yee Owes City	-ZERO-
If splitting between mult	iple Accounts	please use bo	x below	,	City Acc	count Number:	001-1-10	60-2022	
		1		1					
		}		}	City Acc	count Number:			
		1		1		Travel Regu	est Filled out:	₽ES	
Travel Request Filled out:						<b>□</b> ko			
I hereby certify	that the travel	indicated here	on was incurre no part of the co	d in the discha	rge of official C	City of Lawrence non-City busing	e business and ness nature.	d that	
			~ ( )	30	010	Date:	10	1-19	
Emplo	yee Signature	: Yu		oon	ing.	Date.	1 04 1	1 1	
Superv	isor Approval	:		, , ,		Date:		, 9	
Dept. F	lead Approval	:	- A	ms	-	Date:	12-13-	-//	
(Out of State Travel)	City Manager	:	10			Date:			
(If Required)	Mayor	:				Date:			
Approved by Acco	-				•	Date:		-	
Attach applicabl				lic carrier ticke	ts, personal au	to mileage/gas	/tolls, regist fee	es, etc.	Set 6 %
Comments:									
				47	anding sector tes	vel:			
	- · · · · · · · · · · · · · · · · · · ·	Please answ	er the following	q questions reg	ctice with the inf	formation and ca	alculations nece	ssary for produc	ing the CAFR.
How did this apply to your job?	Training on th	Please answ e nuances of G	overnmental Acc	counting and pra	ctice with the inf	formation and ca	alculations nece	ssary for produc	ing the CAFR.
How did this apply to your job?	Training on th	Please answ e nuances of G	overnmental Acc	g questions reg counting and pra	ctice with the inf	formation and ca	alculations nece	ssary for produc	ing the CAFR.
How did this apply to your job?	Training on th	Please answ e nuances of G	er the following overnmental Acc	g questions reg counting and pra	ctice with the inf	formation and ca	alculations nece	ssary for produc	ing the CAFR.
How did this apply to your job?  Would recommend attending again?		Please answ e nuances of G	er the following overnmental Acc	g questions reg counting and pra	ctice with the inf	formation and ca	alculations nece	ssary for produc	ing the CAFR.
	Yes	e nuances of G	overnmental Acc	counting and pra	ctice with the inf	formation and ca	cipalities and a	solid understand	

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## 2019 Travel Expense Statement City of Lawrence, Kansas

Your Name	Valerie	Mann	Supervisor	Marty	Birrell	Yo	ur Department:	N	C
Leave Pete	11/01/10		Parting		Michiga LO		5		······································
Leave Date: Return Date:		,	Destination: Trip Purpose:	Environmental	Wichita, KS education confe	erence.	-	Per Diem:	61.00
Wa	thod of Travel:	(chack one)		rough Advance.		1	•		
me	City Vehicle:			ravel Advance:		Į.	www.gsa.ge	ov/portal/cont	ent/104878
Pe	ersonal Vehicle:				Explain:				
Attach applicable receipts for motel/lodg	ing expenses, pu	ıblic carrier tick	ets, personal au	uto mileage/gas/	tolls, regist fees	, etc.			
1:3794									
Date Allowable Lodging		11/02/19							0.5
Lodging paid w/ City VISA					<u> </u>				101.14 101.14
Breakfast (20%)		-							
Lunch (30%)		-							
Dinner (50%) Total Meals (w/per diem)		-	•	-	•		-	-	
Fuel/Parking	21.39								21.39
Air Fare									-
Toll/Shuttle Bus/Tax Mileage (Enter as miles)									
Total Transportation						•			
Transportation paid w/ City VISA				•	•	<u> </u>	•	•	21.39
Registrations	30.00								30.00
Registration paid w/ City VISA	30.00								30.00
Total Cost	152.53	•	-	-	-			•	152.53
City VISA Charges (Total)	131.14	•			•			-	131.14
Non-Visa Charge	21.39			•	•	-	-	-	21.39
							Advanc	Received (-):	\$0.00
							City Ov	res Employee:	\$21.39
ff splitting between mult	tiple Accounts p	olease use box	below				Emplo	yee Owes City	-ZERO-
				]	City Acc	ount Number:	211-4-41	70-2030	
					City Acc	ount Number:			
				1					
****						Travel Requ	est Filled out:	ØrES	
	<del></del>	TOTAL	<u> </u>	] [	<u> </u>		<del></del>	[]io	
i hereby certify	that the travel is	adicated barre	un aren Innaumo	d in the dischar	of official C	the of Laurence	- h	1 4b _ 4	
I hereby certify that the travel indicated hereon was incurred in the discharge of official City of Lawrence business and that information shown is conject; that no part of the compensation claimed was of a non-City business nature.									
Employee Signature: \\allee \delta \delta \allee \a									
Superv	isor Approval:	MINI	L. Ru	SAAM		Date:	11/1.2	119	
·	ead Approvat:		0115	O CEPY			17 1 4 5	0 9	
·	4		W.			Date:	1300	Les 1	
(Out of State Travel)	City Manager:		<del></del>			Date:			
(If Required)	→ Mayor:					Date:			
Approved by Acco	ounts Payable:					Date:	····	<del></del>	
	The Carl Section Alexander	energy in the standard of the Second	and the second s	regionalises rapides on assess	ragging minimum represent sign comprision. With a sign of the sign of	maganing separation of management Mathematical States and second	rajong i rekningspolaringsing province scope Salaring Malayara and Malayara		
Comments:									
				questions rega					
How did this apply to your job?	A professional of current research	ı is saying abou	rt environmenta	l education and l	how it is connec	ting communitie	s. I also learned	about the upda	tes in the
now and and apply to your lost	curriculum guide as I am new to t	es that are used	l for programs a	at the nature cen	ter. Also, a way	to network with	other environme	ental educators	n the state
	Yes; this is a gro	eat opportunity	for environment	tal educators fro	m around the st	ate to exchange			
Would recommend attending again?	sharing ideas to that is out there,	create "new to and going awa	you" programs, ly feeling energ	, learning about i ized about what	updates to the or you and others	urriculum that is are doing. This	s used as well a also allows us t	s any sort of nev	v curriculum
	are for other edu	cators or colle-	ge students to b	ecome involved	in activities her	е.		-	
How will this add value to the City of	of which is Equit	ty and inclusion	(from which ste	will help the nat emmed a possib	ile brown bag lu	nch webinar for	workshop partic	ipants) and how	we can get
Lawrence?	everyone involve	ed in the outdoo	ors. Also, how p	erceptions on ch	nildren's views o	n environmenta	al education mig	ht not be what e	ducators

## 2019 Travel Expense Statement City of Lawrence, Kansas

STOP A Your Department: Destination: Los Angeles, CA
Trip Purpose: Training (NDC ED-300) Leave Date: 11/17/19 Per Diem: 66.00 Return Date: 11/22/19 www.gsa.gov/portal/content/104878 Method of Travel: (check one) Travel Advance: City Vehicle: Explain: Personal Vehicle: Other: \_\_\_ Attach applicable receipts for motel/lodging expenses, public carrier tickets, personal auto mileage/gas/tolls, regist fees, etc. Category Day of Week Tuesday Wednesday 11/17/19 11/18/19 11/19/19 11/20/19 11/21/19 11/22/19 Totals 1,047.05 209.41 209.41 Allowable Lodging 209.41 209.41 1,047.05 209 41 Lodging paid w/ City VISA 209.41 209.41 Breakfast (20%) 13.20 13 20 13.20 13.20 13.20 66,00 Lunch (30%) 19.80 19.80 19.80 19 80 19.80 99.00 33.00 198.00 Dinner (50%) 33.00 33.00 33.00 33.00 33.00 Total Meals (w/per diem) 363.00 33.00 66.00 66.00 66.00 66.00 66.00 Fuel/Parking 333.59 333.59 Air Fare 149.54 299.08 Toll/Shuttle Bus/Taxi 149.54 Mileage (Enter as miles) Calculated mileage (x.58) 149.54 632,67 483.13 **Total Transportation** 476.67 71.54 Transportation paid w/ City VISA 405.13 Registrations \*See Below Registration paid w/ City VISA 275.41 275.41 275.41 215.54 2,042.72 **Total Cost** 725.54 275.41 209.41 209.41 71.54 1,523.72 City VISA Charges (Total) 614.54 209.41 209.41 519.00 Non-Visa Charge 111.00 66.00 66.00 66.00 66.00 144.00 \$0.00 Advance Received (-): \*if registration has been reported on previous expense statement leave blank\* City Owes Employee: \$519.00 **Employee Owes City** If splitting between multiple Accounts please use box below 001-1-1020-2022 City Account Number: City Account Number: 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) Date: Mayor: 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: Course is part of a series of classes required to obtain EDFP certification through the National Development Council's (NDC) Economic Development Finance Professional program. How did this apply to your job? Yes Would recommend attending again? Expands staff knowledge and skill set in economic development financial analysis How will this add value to the City of Lawrence?

## 2019 Travel Expense Statement City of Lawrence, Kansas

Your Name	: Mike L	.awless	Supervisor	Dave	Wagner	Yo	ur Department:	MS	30
Leave Date Return Date			Destination:		Wichita, Kansa		-	Per Diem:	61.00
	thod of Travel:	•	т.	ravel Advance:		]	www.gsa.g	ov/portal/cont	I TO THE PERSON NAMED IN COLUMN TWO
Pi	ersonal Vehicle:								11 (14 (14 (14 (14 (14 (14 (14 (14 (14 (
Attach applicable receipts for motel/lodging expenses, public carrier tickets, personal auto mileage/gas/tolls, regist fees, etc.									
Day of Week	Wednesday 11/06/19	Thursday 11/07/19	Friday 11/08/19		1994 RUNGON	8000 E 2010 W 10	TWO EXERTS	CAROLIN HORES	Category Totals
Allowable Lodging Lodging paid w/ City VISA	135.94	135.94 <b>135.94</b>	1,1100,110			-1 67% GRIC			271.88 271.88
Breakfast (20%)									
Lunch (30%) Dinner (50%) Total Meals (w/per diem)	30.50	30.50 <b>30.50</b>	, .	-		-	-	-	18.30 61.00 79.30
Fuel/Parking			7.05						7.05
Air Fare Toll/Shuttle Bus/Taxi									-
Mileage (Enter as miles)									-
Calculated mileage (x.58) Total Transportation	-	-	7.05	-	-	-	-	-	7.05
Transportation paid w/ City VISA		SANDER TOWN	7.05	25 3 4 6 7 P 5 8 8 9 2 P 6 7			ing weather not pay and		7.05
Registrations *See Below* Registration paid w/ City VISA									184.50 184.50
Total Cost	369.24	166.44	7.05						542.73
City VISA Charges (Total)	320.44	135.94	7.05	-			<u>-</u>		463.43
Non-Visa Charge	48.80	30.50	<u>-</u>	-	-	<u>-</u>	<u>-</u>	<u>-</u>	79.30
If splitting between multiple Accounts please use box below  City Account Number: 501-7-7100-2022  City Account Number: 17									\$79.30 -ZERO-
(Out of State Travel)	lead Approval: City Manager:		1			Date:	1119	<i>'</i> /	
(If Required)	Mayor:					Date:			
Approved by Acco	ounts Payable:			od i kaj pristario de Partico de Productivo	-	Date:	Palanta de servicio de la California del Servicio de la California del California		
Attach applicabl	e receipts for n	notel/lodging e	xpenses, publi	c carrier ticket	ts, personal aut	to mileage/gas	/tolls, regist fee	es, etc.	
Comments:									
How did this apply to your job?		ater resources	for supply both		arding your tra and quantity. Ap		n water treatmer	nt plants and the	source water
Would recommend attending again?	Yes								
How will this add value to the City of Lawrence?					ptions for the res es. Learned abou				