



## **Agenda Item Cover Sheet**

### **Agenda Title:**

- Travel Request Authorization - S Teufel

### **Department/Contact Person:**

- Shelby Teufel, City Administrator

### **Background Information:**

- The Missouri City/County Manager's Association hosts an annual conference; this year held April 30 - May 2. Topics will cover items of general interest to cities and city management, including management, zoning, disaster preparation and crisis management, legislative updates, homelessness and housing, and officer involved shootings.
- Council authorization is needed for City Administrator overnight travel.

### **Financial Information:**

- The anticipated expense is \$748.05; budgeted for and paid from account 10-510-3200

### **Staff Recommendation:**

- Staff recommends approval

### **Attachments:**

- Travel request