



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Stephanie Coomer, Director

**DATE:** August 5, 2025

**SUBJECT:** IN THE MATTER OF APPROVAL OF INTERNATIONAL TRAVEL FOR  
JENNIE BRADFORD CURLEE SC

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**Request:**

I am requesting international travel approval for Jennie Bradford Curlee to participate in Brand USA Travel Week UK & Europe in London, England, October 16-24, 2025. Brand USA Travel Week brings together U.S. destinations and key European travel trade to drive future visitation to the United States. It includes pre-scheduled appointments with international tour operators and receptive operators, enrichment sessions, and networking events with travel trade and media. The maximum per diem rate for London is \$174. The total travel cost estimated for this trip is \$5,000.

This trip will be covered in the travel budget as a regular expense, so we are just requesting approval to travel internationally.