



Legislation Text

File #: 20-009, **Version:** 1

City Council Meeting Date: January 7, 2020

To: Mayor & City Council
City Administrator

From: Deb Little, City Clerk

Consider Approving Costs for Mayor Pownell to attend the National League of Cities Congressional City Conference in Washington DC.

Action Requested:

The Northfield City Council approves reimbursement of costs for registration, lodging, transportation and miscellaneous expenses for Mayor Pownell to attend the National League of Cities Congressional City Conference in Washington, DC March 8-11, 2020 in the estimated amount of \$2,400.

Summary Report:

The City Council is being asked to approve reimbursement costs for attendance at the National League of Cities Congressional City Conference in Washington, DC March 8-11, 2020. Conference information can be found here: <https://ccc.nlc.org/about-congressional-city-conference/>

The Northfield City Council approved the City Council Professional Development and Expense Reimbursement Policy via Motion M2019-045 on April 2, 2019. The policy requires City Council approval for out of state travel for City Council, Board and Commission members. Expenditures to-date are \$0.

Alternative Options:

N/A

Financial Impacts:

The estimated conference expenses are \$2,400. The Mayor/Council conference, travel & training budget has funds to cover the above costs as noted below:

ITEM	AMOUNT
Conferences, travel & training budget	\$21,340
Expenses to-date	\$0
Encumbered to-date	\$800
Requests submitted 1/7/2020	\$3,900
Balance	\$16,640

Tentative Timelines:

Early bird registration deadline ends January 31, 2020.