AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Out of State Travel Request; American Planning Ass

Action Requested: Board of County Commissioners' Signature

Parties to the Agreement:

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

Out of state travel request for Cathie Pagano and Neal Starkebaum to attend American Planning Association National Conference in New York City.

Fiscal Impact: $7775

Submitted by: Cathie Pagano **Submitter's Email Address:** cpagano@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
Travel related line items budget sufficient to cover total cost requested. No concerns. ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 3/16/2017

County Attorney Review: ( ) Required (●) Not Required

Comments:

Reveiwed by: Discharge Date: Certificate of Insurance Required

Yes ( ) No ( )

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 3/17/2017

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 4/4/2017

Revised April 2015

Gunnison County, CO
Community Development Department
221 N. Wisconsin St. Ste. D, Gunnison, CO 81230
Phone: (970) 641-0360 FAX: (970) 641-8585
Website: www.gunnisoncounty.org
Email: planning@gunnisoncounty.org

To: BOCC

From: Cathie Pagano

Date: March 16, 2017

Re: Out of state travel request

Community Development staff, Cathie Pagano and Neal Starkebaum, request approval for out of state travel to the American Planning Association National Conference in New York City from May 4-10th. Professional development is adequately budgeted in the Community Development program and this conference satisfies continuing education requirements for American Institute of Certified Planners (AICP) certification. Staff typically goes to the national conference on alternating years.

Total cost projected for travel for both Cathie and Neal is: $7,750.

Travel	**Expense**
Airline flights	$650
Hotel	$3850
Per Diem (meals)	$962
Conference	$2088
Motor pool	$225
Total	**$7775**