AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

AgendaTitle:
Out-of-State Travel Request; Annual National Association of Government Web Professionals (NAGW) Conference; St. Paul, MN; 9/8/14 thru 9/13/14; Assistant to the County Manager; Up to $2,097.55

Action Requested: Motion

Parties to the Agreement:

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

Summary:
This request is for the Assistant to the County Manager to attend the annual NAGW (National Association of Government Web Professionals) conference in St. Paul, MN.

Fiscal Impact: Up to $2,097.55

Submitted by: Katherine Haase **Submitter's Email Address:** khaase@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:

Can be covered in the 2014 adopted budget

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 5/20/2014

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

Comments:

Reviewed by: Discharge Date: Certificate of Insurance Required Yes ( ) No ( )

County Manager Review:

Comments:

Reviewed by: GUNCOUNTY1\mbirnie Discharge Date: 5/21/2014

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

Agenda Date: 6/3/2014 Follow Up Agenda Date:

Revised April 2013

NAGW Conference - St. Paul, MN - 9/8/14 thru 9/13/14
Costs as of May 2014

Item	Quantity	Cost Per	Cost	Notes
Conference Registration:	1	$ 675.00	$ 675.00	Must register by July 15th. After that, cost goes up to $775.
Airfare:	1	$ 138.00	$ 138.00	Frontier Airlines
Airline Baggage Fee	2	$ 20.00	$ 40.00	One bag, round trip.
Hotel:	5	$ 142.03	$ 710.15	Crowne Plaza - St. Paul (location of the conference)
Mileage to/from DEN:	460	$ 0.560	$ 257.60	Fleet or personal vehicle cost, whichever is approved by Public Works.
Meals:	5	$ 36.00	$ 180.00	
Shuttle to/from MSP:	1	$ 24.80	$ 24.80	Taxi to/from the airport and hotel.
Parking at DEN:	6	$ 12.00	$ 72.00	Economy Lot East or West.
TOTAL			**$ 2,097.55**	