

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number \_\_\_\_\_

Meeting Type: Regular

Meeting Date: 8/27/2015

Action Requested By:  
Finance

Agenda Item Type  
Resolution

Subject Matter:

Travel approval

Exact Wording for the Agenda:

Resolution authorizing approval of travel expense reports.

**Note: If amendment, please state title and number of the original**

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

Associated Cost:

Budgeted Item: Not applicable

MAYOR RECOMMENDS OR CONCURS: Yes

Department Head: 

Date: 8/27/15

RESOLUTION NO. 15 - \_\_\_\_\_

WHEREAS, the City-Clerk Treasurer has received itemized statements of travel expenses from city officials and employees, which are attached hereto, and submits them for approval.

BE IT RESOLVED, that the City Council of the City of Huntsville, Alabama, hereby approves the travel expense reports herein submitted.

ADOPTED this the 27th day of August, 2015.

\_\_\_\_\_  
President of the City Council of  
the City of Huntsville, Alabama

APPROVED this the 27th day of August, 2015.

\_\_\_\_\_  
Mayor of the City of  
Huntsville, Alabama