Board of County Commissioners
Agenda Request

6A
Agenda Item #

Requested Meeting Date: November 12, 2024

Title of Item: Approve Out-of-State Travel

☑ REGULAR AGENDA ☐ CONSENT AGENDA	**Action Requested:** ☑ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Hold Public Hearing **provide copy of hearing notice that was published*	☐ Direction Requested ☐ Discussion Item ☐ Information Only

Submitted by: Jessica Seibert	**Department:** Administration
Presenter (Name and Title): Jessica Seibert, County Administrator	**Estimated Time Needed:** 5 min.

Summary of Issue:

Commissioner Leiviska would like to represent Aitkin County at the 2025 NACO Annual Legislative Conference in Washington, DC on March 1-4, 2025. Board approval is required for any out-of-state travel.

Costs are approximate and will be finalized when arrangements are made.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve out-of-state travel for Commissioner Leiviska to attend the 2025 NACO Annual Legislative Conference.

Financial Impact:
Is there a cost associated with this request? ☑ *Yes* ☐ *No*
What is the total cost, with tax and shipping? $
Is this budgeted? ☐ *Yes* ☐ *No* *Please Explain:*

Flights - $473 (estimates)
Conference Registration - $530
Hotel - $2,850

Legally binding agreements must have County Attorney approval prior to submission.