



MEMORANDUM

To: Members of the Finance Committee

From: Rich Olson, City Manager

Date: March 7, 2016

Re: Consideration – Approval of Travel for Mayor Peel and Transfer of Council Travel and Education Funds from Mayor Pro Tem Hummer to Mayor Peel

BACKGROUND:

As a part of the City's annual budget process, the City Council allocates \$17,000 for Council Travel and Education expenditures. Of the total amount, \$3,400 is apportioned for the Mayor, with the remaining balance divided equally amongst the Councilors. Each of the eight Councilors receives \$1,700 annually.

ANALYSIS:

Mayor Peel has decided to attend the ceremony on April 14, 2016 during which an old Sikorsky HH-52 helicopter, Tail Number 1426, will be hung in the Smithsonian Institution's National Air and Space Museum in Washington, DC. This is the first piece of US Coast Guard aviation assets to be displayed at the Smithsonian. Tail Number 1426 was completely refurbished here in Elizabeth City by local volunteers. Tail Number 1426 and her crews were directly responsible for saving 22 lives during its time in service.

On December 11, 2015, there was a ceremony held at the former DRS hangars to formally thank all those volunteers that helped with the project. The Smithsonian ceremony will be held at the Udvar-Hazy Center at 10 a.m. on April 14, 2016. The Commandant of the Coast Guard should be in attendance for this ceremony. While in Washington, DC, Mayor Peel also plans to meet with representatives of our Congressional Delegation.

STAFF RECOMMENDATION:

By motion, pursuant to the Travel Policy for Council Members, approve Mayor Peel's trip to Washington, DC as described herein; and further

Authorize a transfer of \$500.00 from Mayor Pro Tem Hummer's available travel balance to Mayor Peel.