



# City of Broken Arrow

## Request for Action

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**File #: 18-1265, Version: 1**

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**Broken Arrow City Council  
Meeting of: 11/5/2018**

**Title:**

Approval of travel expenses for Mayor Craig Thurmond to attend the White House Roundtable on Housing Affordability in Washington, D.C. on November 16, 2018

**Background:**

Mayor Thurmond has been invited by the White House to attend the Housing Affordability and Urban Development Roundtable hosted by Housing and Urban Development Secretary Ben Carson and other key Administration Officials and policymakers on November 16, 2018. A member of our Development Services Department will accompany the Mayor to the Roundtable meeting.

In late 2017, the City adopted the Downtown Residential Overlay District (DROD) in an effort to promote new housing and the rehabilitation existing housing in the Rose District.

The Administration has been working with Indian Nations Council of Governments (INCOG) on establishing a housing rehab program for the homes in the Community Development Block Grant (CDBG) eligible areas in the Rose District. Attendance at this seminar will be helpful in determining the availability of funding for our housing initiative in the Rose District.

On October 16, 2018, the City Council adopted an updated Travel Expense Policy for City Council members for approved expenses incurred while performing their duties.

Section (c)(1) of the policy states 'when funds have been budgeted, reimbursement for travel expenses of all City Council members for attendance at the following':

(1) Events approved for City Council Members travel. When funds have been budgeted, reimbursement for travel expenses of all City Council members for attendance at the following:

(A) Oklahoma Municipal League meeting(s), conferences and expositions;

(B) Four national meetings each fiscal year among the following:

- (i) National League of Cities;
- (ii) Annual Congress of Cities and Exposition;
- (iii) U.S. Conference of Mayors;
- (iv) Chamber of Commerce meeting/events

(C) Local events held in the State of Oklahoma. In addition to local events sponsored by the above-identified organizations, the City Council members may attend the following events at the City's expense;

- (i) Monthly Broken Arrow Chamber of Commerce luncheons;
- (ii) Broken Arrow Chamber of Commerce Banquets and events;
- (iii) Tulsa Metro Chamber luncheons and events

(D) All required meetings while serving as an officer, board member or committee member to a national or state organization directly related to municipal government.

(E) Other national or international meetings/seminars related to municipal government may be authorized subject to approval of a majority of the City Council.

This event requires prior approval by the City Council as stated in item (1) (E).

The approximate cost of the trip is \$2,500.00.

Staff recommends that the travel expense request be approved.

**Cost:** \$2,500.00

**Funding Source:** General Fund, General Government

**Requested By:** Russell Gale, Assistant City Manager - Administration

**Approved By:** Michael L. Spurgeon, City Manager

**Attachments:** None

**Recommendation:**

Approve travel expenses for Mayor Craig Thurmond to attend a national conference.