

Vendor: TRAVIS MITCHELL

Check Date:

11/01/2018

Vendor No: M00480

Vendor Account No:

Check Amount:

256.70

Invoice NumberDateDescriptionInvoice Amount

10.10.18-TM

10/10/2018

Mileage Reimbursement-Strong Towns Gathering 10/03/18-10/05/18

256.70



CITY OF KYLE

100 W. Center • Kyle, Texas 78640 • (512) 262-1010 • FAX (512) 262-3987

October 10, 2018

FY19

MEMO

TO: Finance

OCT 10 '18 4:21:50

FROM: Jennifer Vetrano, City Secretary

100480

RE: Reimbursement Request on Behalf of Mayor Travis Mitchell

Please process a mileage reimbursement payable to Travis Mitchell for travel related to the Strong Towns Gathering on October 3, with return travel October 5.

471 miles (round trip) @ \$0.545/mile = \$256.70

Please account for this from 110-100-51171.

If you have any questions, please feel free to ask me.

Jennifer Vetrano 