

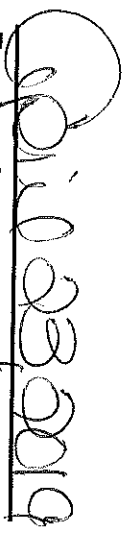
CITY OF LOWELL

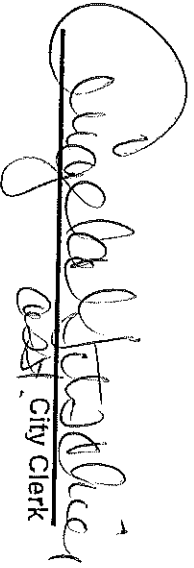
COMMUNICATION

IN THE
CITY COUNCIL

OST USLAD

IN CITY COUNCIL


Read and


City Clerk

Raymond Kelly Richardson
Superintendent

Barry Golner
Deputy Superintendent

Daniel R. Larocque
Deputy Superintendent

To: Eileen Donoghue
City Manager

From: Raymond Kelly Richardson
Superintendent of Police

Date: April 19, 2019

Re: Out of State Travel

I respectfully request your permission to send one member of the Lowell Police Department to The Drug Enforcement Administration, Basic Narcotics School. It will be held at the Franklin Savings Bank, 67 Laconia Road, Tilton, NH. The travel expenses are being funded through the Training Account. Thank you for your time in this matter.

Training: DEA Basic Narcotics School

Location: Tilton, NH

Dates to Travel: May 6, 2019 through May 17, 2019

Hotel: Steele Hill Resorts, 516 Steele Hill Road, Sanbornton, NH = \$310

Conference Cost: \$0.00

Airline Costs: \$0 per person/plus tax

Per Diem: \$50 per day per person x 11 days (\$50 x 11) = \$550.00

Gas/Toll: Will use Vice car

Number of people: 1

OK
KKR
4/17/19