

Raymond Kelly Richardson
Superintendent

Barry Golner
Deputy Superintendent

Daniel R. Larocque
Deputy Superintendent

O/K
4/30/2021
IKK

To: Eileen Donoghue
City Manager

From: Raymond Kelly Richardson
Superintendent of Police

Date: April 29, 2021

Re: Out of State Travel

I respectfully request your permission to send one (1) member of the Lowell Police Department to attend FBI – LEEDA Internal Affairs at the Hampton Police Department in Hampton, New Hampshire. I have supplied a breakdown of costs below. Thank you for your time in this matter.

Conference: Advanced Crash Investigation

Location: Hampton Police Department, Hampton, NH

Dates to Travel: June 14 - 18, 2021

Flight: \$0

Hotel: \$0

Conference Cost: \$695.00 per person

Mileage/Fuel/Toll/Parking: Will submit receipts upon return

Car Rental: \$0.00

Per Diem: \$

Number of people: 1

Total: \$695.00

Raymond Kelly Richardson
Superintendent

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4/14/2021
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To: Eileen Donoghue
City Manager

From: Raymond Kelly Richardson
Superintendent of Police

Date: April 14, 2021

Re: Out of State Travel

Lowell Police Department sent Officer John Golojuch to attend Basic Crash Investigation at the Police Department in Bristol, Connecticut. I have supplied a breakdown of costs below. Thank you for your time in this matter.

Conference: SRR Basic Crash Investigation

Location: Police Department – Bristol, CT

Dates to Travel: March 22, 2021 – April 2, 2021

Flight: \$0

Hotel: \$930.35

Conference Cost: \$995.00

Mileage/Fuel/Toll/Parking: Will submit receipts upon return

Car Rental: \$0.00

Per Diem: \$600 (\$50.00 x 12 days)

Number of people: 1

Total: \$1,595.00