



City of Olathe

COUNCIL AGENDA ITEM

MEETING DATE: 3/5/2019

DEPARTMENT: City Manager's Office

STAFF CONTACT: Liz Ruback

SUBJECT: Consideration of authorization for Michael Wilkes to attend the TLG Conference in Reno, NV, April 8-12, 2019

ITEM DESCRIPTION:

Consideration of authorization for Michael Wilkes to attend the TLG Conference in Reno, NV, April 8-12, 2019

SUMMARY:

The City Council is asked to consider travel authorization for City Manager, Michael Wilkes, to attend the Transforming Local Government Conference in Reno, NV. This year's conference is scheduled April 8-12, 2019. These Travel Request and Authorization forms are presented for City Council review and approval in accordance with Administrative Guideline F-01, which requires that all overnight travel and/or registration expenses for City employees and officials be approved in advance.

FINANCIAL IMPACT:

Funding is included in the 2019 budget.

ACTION NEEDED:

Consider approval of the attached Travel Request and Authorization form as part of the Consent Agenda.

ATTACHMENT(S):

Wilkes TLG TRA
