



City of Olathe

COUNCIL AGENDA ITEM

MEETING DATE: 4/2/2019

DEPARTMENT: City Manager's Office

STAFF CONTACT: Liz Ruback

SUBJECT: Consideration of authorization for the City Manager to attend the 2019 TLG Conference

ITEM DESCRIPTION:

Consideration of authorization for the City Manager, Michael Wilkes to attend the 2019 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 for April 8 - April 12.

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):

- A. Travel Request and Authorization form