



City of Olathe

COUNCIL AGENDA ITEM

MEETING DATE: 7/16/2019

DEPARTMENT: City Manager's Office

STAFF CONTACT: Kim Delana

SUBJECT: Consideration of authorization for the City Manager to attend the 2019 ICMA Conference in Nashville, TN, October 20-23.

ITEM DESCRIPTION:

Consideration of authorization for the City Manager to attend the 2019 ICMA Conference in Nashville, TN, October 20-23.

SUMMARY:

The City Council is asked to consider travel authorization for City Manager Michael Wilkes for the IMCA Conference in Nashville, TN. This year's conference is scheduled for October 20 - 23.

These Travel Request and Authorization forms are presented for City Council review and approval in accordance with Administrative Guidelines F-01, which requires that all overnight travel and/or registration expenses for City employees and officials be approved in advanced.

FINANCIAL IMPACT:

See attached statements, expenses were included in 2019 budget.

ACTION NEEDED:

Approve the attached Travel Request and Authorization as part of the Consent Agenda.

ATTACHMENT(S):

TRA-ICMA Conference - Wilkes