



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** David Sykes

**SUBJECT:** REQUEST TO TRAVEL

**DATE:** June 6, 2019

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**Recommendation:** Authorize travel for City Manager David Sykes to Vancouver, Canada on July 18 – 21, 2019 to participate in the Large Cities Executive Forum.

**Authorization for:** David Sykes

**Location:** Vancouver, Canada

**Meeting Dates:** July 18 – 21, 2019

**Source of Funds:** City Manager's Non Personal Appropriation

**Purpose:** City Managers with populations over 250,000 are invited to attend the Large Cities Executive Forum. The Forum will discuss key issues affecting large cities.

DAVID SYKES  
City Manager