



# Memorandum

**TO:** Honorable Mayor and City Council

**FROM:** Sharon W. Erickson,  
City Auditor

**SUBJECT:** REQUEST TO TRAVEL

**DATE:** January 31, 2018

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**Recommendation:** Authorize travel for City Auditor Sharon Erickson to Colorado Springs, Colorado on May 6-8, 2018 to participate in the Association of Local Government Auditors 2018 Annual Conference.

**Authorization for:** Sharon W. Erickson, City Auditor

**Location:** Colorado Springs, Colorado

**Meeting Dates:** **May 6-8, 2018**

**Source of Funds:** City Auditor non-personal appropriation and professional development funds

**Purpose:** **Association of Local Government Auditors 2018 Annual Conference.** Participation in the conference satisfies continuing education requirements under government auditing standards. More information at: [http://alga.membershipsoftware.org/files/Annual%20Conference/2018/registration\\_brochure.pdf](http://alga.membershipsoftware.org/files/Annual%20Conference/2018/registration_brochure.pdf)

*Sharon W. Erickson*  
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City Auditor