



## Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** David Sykes

**SUBJECT:** REQUEST TO TRAVEL

**DATE:** December 15, 2017

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**Recommendation:** Authorize travel for City Manager David Sykes to Fort Worth, Texas on January 18 – 21, 2018 to participate in the Large Cities Executive Forum.

**Authorization for:** David Sykes

**Location:** Fort Worth, Texas

**Meeting Dates:** January 18 – 21, 2018

**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