



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: David Sykes

SUBJECT: REQUEST TO TRAVEL

DATE: December 13, 2019

Recommendation: Authorize travel for City Manager David Sykes to Austin, Texas on January 23 – 25, 2020 to participate in the Large Cities Executive Forum.

Authorization for: David Sykes

Location: Austin, Texas

Meeting Dates: January 23 – 25, 2020

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