AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Out-of-State Travel Request; International City/Co

Action Requested: Motion

Parties to the Agreement:

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

Request for out of state travel to ICMA conference in Seattle Wa.

Fiscal Impact: $2500

Submitted by: Russell Forrest **Submitter's Email Address:** rforrest@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
Total cost to be covered in2015 adopted budget for Community Development.

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 7/28/2015

County Attorney Review: ( ) Required (●) Not Required

Comments:

Reveiwed by: Discharge Date: Certificate of Insurance Required

Yes ( ) No ( )

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 7/28/2015

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted:

Agenda Date: 8/4/2015

Revised April 2015

To: Board of County Commissioners & Matthew Birnie

From: Russell Forrest

Date: July 23, 2015

Subject: ICMA Conference

The annual International City /County Management Association conference is occurring in Seattle, Washington from September 26-30th, 2015 I would respectfully request permission to travel out of state for this conference. The Community Development Department has adequate funds in its 2015 budget to pay for this expense. The cost for this professional development opportunity will not exceed $2500. This is an extremely valuable professional development opportunity that will provide education and information related to community planning, county management, public involvement, economic development, customer service and many of the other topics I am engaged with on behalf of Gunnison County.

I would very much look forward to this opportunity and I thank you for your consideration of this request.