



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

## PLANNING DEPARTMENT


300 Sixth Street

Marcia Elkins  
 Planning Director  
 city web: [www.ci.rapid-city.sd.us](http://www.ci.rapid-city.sd.us)

Phone: 605-394-4120  
 Fax: 605-394-6636  
 e-mail: [marcia.elkins@ci.rapid-city.sd.us](mailto:marcia.elkins@ci.rapid-city.sd.us)

### MEMORANDUM

TO: Rapid City City Council

FROM: Marcia Elkins,  Planning Director

DATE: November 29, 2000

RE: ESRI Visual Basic for Applications Training Travel Request

We are requesting City Council approval of the travel request for Bimende Malik, GIS Analyst, to attend the Visual Basic for Applications training session offered by ESRI. This class will be held in Boulder, Colorado the week of February 12-16, 2001. Following is a projected breakdown of the anticipated expenses associated with this travel request:

\$2,000.00	Registration
\$135.00	Travel Reimbursement @ 17 cents per mile (794 miles)
\$145.00	Meal Reimbursement (7 days)
\$500.00	Lodging
\$2,780.00	Total Travel Request

The cost for this training is available in the Year 2000 GIS budget. Your consideration and approval of this travel request is appreciated.



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