



# CITY OF RAPID CITY

## Community Resources Department

300 Sixth Street

Rapid City South Dakota 57701-5035

### MEMORANDUM

TO: Legal and Finance Committee

FROM: Kevin Thom, Director

DATE: May 9, 2008

RE: Cityworks User Conference, Snowbird, UT

Staff requests City Council approval of the travel request for Russ Tiensvold, GIS Coordinator and Roy Cork, Project Administrator to attend the Cityworks User Conference June 16-18, 2008 in Snowbird, UT. The purpose of the User Conference is to provide continuing education for Cityworks software.

The total combined cost of travel is estimated at \$2,632.00 and includes the following expenses:

\$1,200.00	Transportation Costs
\$288.00	Meals (6/15/08-6/18/08)
\$694.00	Lodging
<u>\$450.00</u>	Conference Registration
\$2,632.00	Total Travel Estimate

**Staff Recommendation: Staff recommends approval of the travel request for Russ Tiensvold, GIS Coordinator and Roy Cork, Project Administrator to attend the Cityworks User Conference in Snowbird, UT June 16-18, 2008 (travel dates August 15-18) in an estimated amount of \$2,632.00.**



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