

Out of State Travel/Training Request Presented to Oversight Committee for Approval

Requesting Supervisor/Manager: DAN KOSKI Department: DPI

Names of Employees Attending: KARA OTUM
THE TRANSIT BUS SUMMIT

Name of Training	Dates of Training	Location of Training
<u>THE TRANSIT BUS SUMMIT</u>	<u>2/20 - 2/22</u>	<u>DALLAS, TX</u>

Estimated cost of training	\$ 0
Estimated cost of travel	\$ 200
Estimated cost of meals	\$ 100
Estimated cost of accommodations	\$ 0
Estimated cost of misc. expenses	\$ Please explain
Any anticipated overtime costs	\$ 0
Total estimated cost	\$ 300

Requesting Supervisor/Manager Comments:

What are the objectives for the training?

IMPROVEMENTS TO TRANSIT SYSTEM
BUILDING PARTNERSHIPS
EDUCATION

How will this training be shared / implemented upon return?

IN PARTNERSHIP w/ FLEET MANAGER

How will this training benefit the City? What is the return on the investment?

COST EFFECT WAYS TO IMPROVE TRANSIT SYSTEM

Supervisor Approval/Decline

Approved Declined Reason for decline: _____

Supervisor/Manager Signature:  Dated: 1-25-23

**Please attach any additional information you would like considered with this request