

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

Requesting Supervisor/Manager: Chad Scheinoha Department: DPI

Names of Employees Attending: Billy Hutterer

Name of Training	Dates of Training	Location of Training
APWA National	9-25-19 to	Loveland, CO
Snow Rodeo	9-27-19	

Estimated cost of training	\$
Estimated cost of travel	\$
Estimated cost of meals	\$
Estimated cost of accommodations	\$
Estimated cost of misc. expenses	\$ Please explain
Total estimated cost	\$ <u>1,200.00</u>

Requesting Supervisor/Manager Comments:

City will be required to pay \$1,200.00 up front but will be reimbursed 100%.

What are the objectives for the training?

Refining skills + knowledge of snow + ice control
Represent Manitowish + Wisconsin at the national event.

How will this training be shared / implemented upon return?

Billy is the Streets team lead and will use
refined skills to train streets crews.

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

Continue to provide city residents with the best
possible snow + ice control service.

Supervisor Approval/Decline

Approved Declined Reason for decline: _____

Supervisor/Manager Signature: [Signature], P.E. Dated: 9/10/19

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

See attached
Memo as
well