

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

Requesting Supervisor/Manager:	Adam Tegen
Names of Employees Attending:	Jeremy DuChateau
Department:	
Community Development	

Name of Training	Dates of Training	Location of Training
2025 Esri User Conference	July 14-18, 2025	San Diego, CA

Estimated cost of training	\$ 0
Estimated cost of travel	\$ 700
Estimated cost of meals	\$ 250
Estimated cost of accommodations	\$ 1400
Estimated cost of misc. expenses	\$ 120
Estimated cost of overtime	\$ 0

Estimated total: \$ 2470

If applicable, what are the misc. expenses for?

Airport parking, public transportation, etc.

Requesting Supervisor/Manager Comments:

This is an annual conference but the City has not sent anyone in the recent past. There is no other conference that provide the range and depth of knowledge tied to GIS that this conference provides. Since the City utilizes their product, there is not a cost for the conference just travel and expenses.

What are the objectives for the training?

Better understanding of the current capabilities of the ESRI products, including the major transition to ArcGIS Pro that is underway. Identifying new capabilities and solutions to challenges. Networking with others in the same field. Education on potential projects that can be undertaken with the software.

How will this training be shared/implemented upon return? How will this training benefit the City?

The training will be utilized to assist with the ongoing transition in the ESRI programs as well as improve efficiency with the implementation of the tools available in GIS. As noted, projects identified will be shared with other departments where the potential for improved performance is apparent.

Supervisor Approval/Decline

Approved ☒ Declined ☐ Reason for decline: _____

Supervisor/Manager Signature: _____ Dated: 1-16-2025

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