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"The Historic City of the Black Hills"
Deadwood, South Dakota 57732

TRENT MOHR
Building Official
Dept. of Planning & Zoning
Telephone: (605) 578-2082
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MEMORANDUM

Date: December 23, 2024
To: Mayor Dave Ruth Jr. and City Commissioners
Re: International Code Council Training – Loveland, CO

I am requesting permission to attend ICC training classes March 3rd to March 7th, 2025, in Loveland, CO. I would travel with Jeff Schroeder, Building Official for Lawrence County. We would leave Sunday March 2nd and return on Friday March 7th.

The associated costs are:

- Registration - \$450
- Five nights at the hotel - \$189 per night
- Per Diem - \$28 per day
- Use of a City vehicle with \$200 in fuel costs
- I estimate the total cost at approximately \$1,800

These classes provide me with an opportunity to expand my knowledge of the Building Codes and are fully accredited, so I earn continuing education units to maintain my certification.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Trent Mohr', written in a cursive style.

Trent Mohr
Building Official