



## MEMORANDUM

To: Santaquin City Mayor & Council  
From: Norm Beagley, MPA, P.E. Santaquin City Manager  
Date: July 12, 2024  
Subject: International City Managers Association (ICMA) Annual Conference  
Out of State Travel Request – Pittsburgh, Pa – September 20-25, 2024

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Each year, the ICMA holds an annual conference with extensive training geared directly towards municipal management. Unlike any other training opportunity, this annual event is directly pertinent to the job responsibilities and career development of City Management Professionals. This is an excellent training opportunity that has historically benefited our community, our staff, and myself professionally. Attendance at these training events has helped me to better serve Santaquin City and our residents.

I request that the Santaquin City Council approve my attendance and the attendance of Assistant City Manager, Jason Bond, at this year's ICMA conference, which will be held September 20-25, in Pittsburgh, Pennsylvania.

Attendance at this training event directly correlates to the following goals and objectives of Santaquin City (Santaquin City Annual 2024-2025 Budget Narrative):

- *Encourage a highly motivated and well-trained municipal workforce*

Attendance at this conference also supports the following goals and objectives as we will be better trained to meet the managerial needs of our respective city positions:

- *Provide Quality City Services*
- *Promote and Support Economic Development*
- *Maintain a Sustainable Budget*
- *Promote Community Involvement*

This training has been budgeted for in the adopted Santaquin City Council 2024-2025 Annual Budget.

Costs: Norm Beagley

Conference Registration:	\$810
Hotel:	\$275/night
Air Fare:	\$425
Meals:	Federal Per Diem Rate

Jason Bond

Conference Registration:	\$810
Hotel:	\$275/night
Air Fare:	\$425
Meals:	Federal Per Diem Rate