

City of Bethel Action Memorandum

Action memorandum No.	17-17		
Date action introduced:	February 14, 2017	Introduced by:	Mayor Robb
Date action taken:	February 14, 2017	X Approved	Denied
Confirmed by:	LS		

Approve the Administrative Leave Request for the City Clerk April 20th, 2017

Route to:	Department/Individual:	Initials:	Remarks:
	Finance Director		

Attachment(s): Training Agenda

Amount of fiscal impact:		Account information:
\$526	Funds are Budgeted	10-52-545

There is an expectation that the Clerk's Office be familiar and knowledgeable in laws and regulations related to the Marijuana Industry for a number of reasons. First, at the request of Council Members, the City Clerk's Office drafts protests on the issuance of any marijuana licenses. Additionally, as the revisor of ordinances (BMC 1.01.035), it is the City Clerk's responsibility, with assistance from the attorney, to ensure Ordinances put into the code effectuate the legal procedures of the organization.

Cost Breakdown:

Airfare: \$251

Registration: \$195

Meals: Dinner (2)/ Lunch (1) = \$80

Total Cost: \$526

The City Attorney is also attending this training, as it is the best, most direction opportunity for both Office to get current, relevant and collaborative information related to a new and specific task each office is expected to carry out.