

ORDER

**TO APPROVE TRAVEL FOR THE PARKS & RECREATION DIRECTOR, ELVIN ULMER,
TO ATTEND THE 2026 SPORTS FIELD MANAGEMENT ASSOCIATION ANNUAL CONFERENCE & EXPO
HELD IN FORT WORTH, TX, JANUARY 18 – 23, 2026**

WHERE AS, the Director, Elvin Ulmer is requesting that the City of Laurel approve his travel to attend the annual Sports Field Management Assn. Conference and Exhibition held in Forth Worth, TX, January 18 thru January 23, 2026. Registration and activities \$830.00; Airfare \$572.00 (+ \$30.00 +/- baggage); Airport parking \$75.00; Lodging \$189.00 per night for 5 nights (+/- applicable taxes) \$1,106.00; Meal per diem \$80.00 for 6 days \$480.00 for an approximate total of \$3,093.00.

IT IS ORDERED by the Mayor and the City Council that the Parks & Recreation Director, Elvin Ulmer, be approved to attend the 2026 Sports Field Management Association Conference & Expo held in Fort Worth, TX, January 18 – 23, 2026. All travel expenses incurred by the Parks & Recreation Department shall be paid from the Recreation Administration Department's Travel, Job Training Account (100-550-610.0).

IT IS FURTHER ORDERED that the Finance Director is authorized to make any necessary budget amendments to the aforementioned travel arrangements.

SO ORDERED, this the 16th day of December, A.D., 2025. Motion was made by Councilperson _____, and seconded by Councilperson _____ that the above and foregoing Order be adopted. of December A.D., 2025.

PRESIDENT OF THE COUNCIL

ATTESTED AND SUBMITTED TO THE MAYOR BY THE CLERK OF THE COUNCIL ON _____, 2025.

CLERK OF THE COUNCIL

APPROVED () DATE _____

VETOED () DATE _____

MAYOR

ATTEST:

CITY CLERK
