

# Donation

Version 2.6 released on 7/1/25  
Updated RFA for donations including travel donations (use employee reimbursement process for travel approvals)



<b>CITY COUNCIL USE ONLY</b>		<b>CITY CLERK USE ONLY</b>	
Date Received: _____	Tracking #: _____	<input type="checkbox"/> Scanned	Date: <u>11.05.2025</u>
Committee Date: _____	Committee: _____	<input type="checkbox"/> Posted	Item #: <u>2511.02870</u>
1 <sup>st</sup> Agenda Date: _____	Hearing Date: _____		
	2 <sup>nd</sup> Agenda Date: _____		

All department items requiring Council approval must be submitted through the Mayor's Office.

## Primary Details

<b>Board Approval</b>		<b>Other Board Name</b>	<b>City Council Approval</b>
_____		_____	<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>Department</b>	<b>Contact Name</b>	<b>Email</b>	<b>Phone</b>
Information Technology	Jon Galchik	Jgalchik@cityoftulsa.org	918-417-9100
<b>Bid/Project Number</b>	<b>Project Title</b>	<b>Donator</b>	<b>Type of Donation</b>
_____	_____	RTM	Other
<i>Enter a Bid or Project Number (not a Title or Description)</i>			
<b>Travel Event Title</b>	<b>Traveler's Name</b>	<b>Event Date</b>	<b>Donation Amount/Value</b>
2025 Summer Government IT Congress	Jon Galchik	12/7/25	\$599.00
<i>City Council requires a dollar value</i>			



## Budget

Funding Source(s)

### TOTAL:

Enter the funding source(s) using the appropriate Munis funding format: Org (Allocation Code)-Object-Amount (1001211-531401-\$10.00) or Project String-Amount (144104.AbstrTitle5413102.6001-4043122-541102-\$30,000.01)

## Approvals

<b>Department:</b>		<b>Date:</b>	<u>11/4/2025</u>
<b>Legal:</b>	_____	<b>Date:</b>	_____
<b>Board:</b>	_____	<b>Date:</b>	_____
<b>Mayor:</b>		<b>Date:</b>	<u>NOV 05 2025</u>
<b>Other:</b>	<b>Krystal S. Reyes</b> Mayor Pro Tem	<b>Date:</b>	_____

## Policy Statement

### Background Information

RTM has invited Jon to the upcoming 2025 Summer Government IT Congress in San Diego, CA from December 7 to December 9 2025.

Provide background information on the requested action.

### Summation of the Requested Action

The congress is a gathering exclusive to SLG IT leaders that have been nominated by the Government IT RTM Advisory Board Committee, or referred by other peers and past attendees. will have all attendees pre-select 4-6 solution partners they have an interest in meeting with. Based on the selections. RTM will schedule 30min introductory meeting with the chosen partners.

We respectfully request the Mayor to approve the donation that has been provided.

Summarize the pertinent details of the requested action

### Other Pertinent Details

Provide any additional information that should be considered when considering approval of this contract document

## Processing Information for City Clerk's Office

### Post Execution Processing

- Mail vendor copy (add'l signature copies attached)
- Must be filed with other governmental entity
- Add'l governmental entity approval(s) required

### Additional Routing and Processing Details

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## December 7th-9th, 2025 RTM Attendee Request

Event Address: San Diego, CA

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**Charlie Barbieri**

Content Producer, RTM

260 W. 39<sup>th</sup> St, 8<sup>th</sup> floor

New York, NY 10018

(518) 669-7764

cbarbieri@rtmbusinessgroup.com

**Jonathan Galchik**

Director, IT Operations & Support, Tulsa, OK

June 25, 2025

**To Whom It May Concern:**

RTM would like to formally invite Jon Galchik to join the upcoming 2025 Summer Government IT Congress taking place on December 7th-9th in San Diego, CA. The event will be attended by State and Local Government IT Leaders.

RTM Business Group is the event organizer. RTM does not provide products, goods or services to attendees or IT teams in any capacity. Our mission is bringing leaders together from innovative municipalities and leading IT companies, for private, PD meetings.

The congress is a gathering exclusive to SLG IT leaders that have been nominated by the Government IT RTM Advisory Board Committee, or referred by other peers and past attendees. All attendees will pre-select 4-6 solution partners they have an interest in meeting with. Based on these selections, RTM will schedule a 30min introductory meeting with the chosen partners. There is no expectation of Jon Galchik to engage in business with any partner, during or after the event concludes.

The event is a combination of General Sessions, Workshops, Strategy Sessions, Roundtables and Debriefs, as well as networking meals. All delegates are staying onsite. As such, RTM covers two nights' hotel accommodations, plus food and beverages for VIP attendees and speakers. The estimated value amounts to approx. \$599.

Should you have any questions or require further information, please let us know.

Sincerely,

*Charlie Barbieri*