



Agenda Item:

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## COUNCIL COMMUNICATION City Manager's Office

### GENERAL INFORMATION

Agenda Date: 1/10/05

Communication

No.: 05-001

Agenda Item Type: Resolution

Roll Call No.:

Submitted by: Eric A. Anderson, City Manager

### SUBJECT—

Out-of-State Travel

### SYNOPSIS—

**Lynette Collins, (0-R), Police Investigative Assistant**, to Miami, Florida, from January 23 – February 5, 2005, to attend a training course entitled “Criminal Intelligence Analysis” sponsored by Anacapa Sciences, Inc. The course provides techniques for analyzing information relating to complex criminal activity, provides the basics of intelligence analysis, and also the concepts and strategies of computer-aided analysis.

**John Hagener, (0-NR), Park and Recreation Superintendent**, to Las Vegas, Nevada, from March 2-7, 2005, to attend the National Aquatics Conference and Management School. Risk management, facility operations, staff training, and creative programming will be a few topics discussed.

**Richard Singleton, (0-NR), Police Captain; and Dale Patch, (0-NR), Police Major**, to Boston, Massachusetts, from June 4-23, 2005, to attend the Senior Management Institute for Police (SMIP) sponsored by the Police Executive Research Forum. SMIP provides senior police executives with intensive training in the latest management concepts and practices used in business and government.

**FISCAL IMPACT—**

Cost of travel is \$3,780; \$1,698; and \$14,233.80 (Singleton/Patch), respectively. Funding for these trips is provided for in the 2004-2005 Operating Budget under Index Code POL982200, page 301 (Collins/Singleton/Patch); and HRS980100, page 301.

The amount budgeted for travel in Fiscal Year (FY) 2005 is \$397,813. The amount expended for travel in FY2005 as of January 5, 2005 is \$140,602.

**RECOMMENDATION—**

Approval

**BACKGROUND—**

On January 20, 1992, by Roll Call No. 92-214, the City Council approved a revision to the policy for travel authorization requests. Such revision requires trips that exceed three days and \$1,250 cost to be approved by the Council. The number in parentheses indicates the total number of trips previously authorized for that individual for the current budget year; R represents resident and NR represents non-resident.