



Agenda Item:

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COUNCIL COMMUNICATION City Manager's Office

GENERAL INFORMATION

Agenda Date: 07/25/05
Agenda Item Type: Resolution

Communication No.: 05-404
Roll Call No.:

Submitted by: Richard Clark, Acting City Manager

SUBJECT—

Out-of-State Travel

SYNOPSIS—

Keith Ellis, (0-NR), Building Maintenance Supervisor, and Jeff Slump, (0-R), Housing Inspector, to Albuquerque, New Mexico, from August 30 to September 2, 2005 to receive Housing Quality Standards training required by the U.S. Department of Housing and Urban Development.

Lawrence McDowell, (0-R), Deputy City Attorney, to Savannah, Georgia, from September 24-28, 2005, to attend the 70th Annual Conference of the International Municipal Lawyers Association. Sessions to include information on environmental law, ethics for public lawyers, historic preservation, land use, personnel law for public employers, telecommunications law, and municipal finance.

Tansy Hayward, (0-R), Management Analyst, and Lauren Palmer, (0-R), Management Assistant, to Minneapolis, Minnesota, from September 24-28, 2005, to attend the International City Manager's Association's Annual Conference. This annual meeting has a number of workshops and sessions applicable to local government management concerns. Of particular interest are sessions related to performance measurement (including the CPM Forum), communication with residents, the inclusion of civics education in public forums and schools, and environmental management systems.

FISCAL IMPACT—

Cost of travel is \$1,940, \$1,940, \$1,850, \$1,387, and \$1,548.97 respectively. Funding for these trips is provided for in the 2004-2005 Operating Budget under Index Code HSG220000, page 231; Index Code HSG280000, page 233; Index Code LGL010000, page 116; and Index Code CMO010000, page 44 (Hayward/Palmer).

The amount budgeted for travel in Fiscal Year (FY) 2006 is \$338,167. The amount expended for travel in FY2006 as of July 20, 2005 is \$2,034.

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.