



Council Communication

Office of the City Manager

Date

March 12, 2007

Agenda Item No. 30

Roll Call No. 07-

Communication No. 07-135

Submitted by: Richard A. Clark, City Manager

AGENDA HEADING:

Submitting travel requests for Robert Crouse, Stew Drake, Linda Main, Allen McKinley, and Eric Nevins.

SYNOPSIS:

Recommend approval for travel requests listed below.

FISCAL IMPACT:

Amount: \$3,932 (Crouse), \$2,718 (Drake), \$1,678 (Main), \$1,300 (McKinley), and \$1,480 (Nevins)

Funding Source: 2006-2007 Operating Budget under:

- POL982200 – Police – State Forfeited Funds (Crouse)
- POL982200 – Police – State Forfeited Funds (Drake)
- CCL010000 – City Clerk – Administration (Main)
- FIN010100 – Finance – Administration (McKinley)
- POL011000 – Police – Radio Communications (Nevins)

ADDITIONAL INFORMATION:

Robert Crouse, (NR-1), Police Sergeant, to Port Clinton, OH, from August 4 – 15, 2007 (\$3,932), to attend the National Championship for rifle shooters sponsored by Civilian Marksmanship Program (CMP)/National Rifle Association (NRA). Competitors include members from all branches of the military, law enforcement, as well as civilians.

Stew Drake, (NR-2), Senior Police Officer, to Port Clinton, OH, from August 4 – 15, 2007 (\$2,718), to attend the National Championship for rifle shooters sponsored by CMP/NRA. Competitors include members from all branches of the military, law enforcement, as well as civilians.

Linda Main, (R-0), Senior License Clerk, to Dallas, TX, from April 14 – 19, 2007 (\$1,678), to attend 2007 Ticke Trak User's Conference sponsored by Cardinal Tracking. The conference will review Ticke track 9.0 upgrades, presentations on various modules and support related topics regarding the software.

Allen McKinley, (R-0), Finance Director, to Anaheim, CA, from June 10 – 13, 2007 (\$1,300), to attend the Government Finance Officers Association (GFOA) "Spotlight on Financial Performance" conference that holds a variety of training sessions in the areas of accounting, auditing, financial reporting, budgeting, financial planning, cash and debt management, and technology.

Eric Nevins, (R-0), Communications Supervisor, to Los Angeles, CA, from March 20 – 23, 2007 (\$1,480), to participate in the Statewide Planning Workshop for Public Safety Communications Interoperability sponsored by National Governors Association & Safecom. The purpose of the workshop is to provide guidance to states on developing and adopting a statewide emergency response communications interoperability plan. Expenses will be reimbursed.

The amount budgeted for travel in Fiscal Year (FY) 2007 is \$328,255. The amount expended for travel in FY 2007 as of March 6, 2007 is \$218,355 (67% of budget).

PREVIOUS COUNCIL ACTION(S):

Date: January 20, 1992

Roll Call Number: 92-214

Action: The City Council approved a revision to the policy for travel authorization requests. Such revision requires trips that exceed three days and \$1,250 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.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE