



Council Communication

Office of the City Manager

Date April 9, 2007

Agenda Item No. 26
Roll Call No. 07-
Communication No. 07-197
Submitted by: Richard A. Clark, City Manager

AGENDA HEADING:

Submitting out-of-state travel requests for Andrea Hauer, Susan Low, August Stangl and Carl Wycoff.

SYNOPSIS:

Recommend approval for travel requests listed below.

FISCAL IMPACT:

Amount: \$2,020 (Hauer); \$2,000 (Low); \$1,500 (Stangl); \$1,332 (Wycoff)

Funding Source: 2006-2007 Operating Budget:

- Hauer: GE001 CMO100000- City Manager – Economic Development (page 57)
- Low: GE005 LGL040000 – Legal – Tort Services (page 197)
- Stangl: SP720 HRS980100 – Human Resources – City Wide Training and Benchmarking (page 309)
- Wycoff: SP321 POL982100 – Police – Federally Forfeited Funds (page 309)

ADDITIONAL INFORMATION:

Andrea Hauer (R-1*), **Economic Development Coordinator**, to New York City, NY, from May 16 – 20, 2007 (\$2,020), to attend the Project for Public Spaces national conference. Attendees of the conference include both private and public entities that deal with the creation of public markets that are acceptable both on a physical and fiscal basis. The trip will also allow for one day of work at the offices of Mario Gandelsonas who is the City's downtown plan consultant.

**The previously approved travel is not being taken and the funding for that trip is being transferred to this trip.*

Susan Low (R-0), **Assistant City Attorney**, to San Francisco, CA, from August 7 – 14, 2007 (\$2,000), to attend the annual meeting of the American Bar Association. As co-chair of the ABA's Section of Litigation, Committee on Condemnation, Zoning and Land Use, she will be meeting with other attorneys from around the country to discuss common problems and solutions. She will also be attending meetings of the Government and Public Sector Lawyers.

August Stangl (R-0), **System Analyst**, to Clearwater, FL, from April 17 – 20, 2007 (\$1,500), to visit the City of Clearwater to learn ways to expand, streamline, and refine the use of the Tidemark Advantage software application and to gather information from other jurisdictions about their experience upgrading the application to the latest release.

Carl Wycoff (NR-0), Senior Identification Technician, to Oakridge, TN, from April 29 – May 5, 2007 (\$1,332), to attend advanced training sponsored by the University of Tennessee on forensic investigations in a hazardous environment that require a chemical, biological, radiological, nuclear, or high-yield explosive (CBRNE) response level.

The amount budgeted for travel in Fiscal Year (FY) 2007 is \$332,612. The amount expended for travel in FY 2007 as of April 3, 2007 is \$251,681.

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