



Council Communication

Office of the City Manager

Date April 23, 2007

Agenda Item No. 32
Roll Call No. 07-
Communication No. 07-220
Submitted by: Richard A. Clark, City Manager

AGENDA HEADING:

Submitting out-of-state travel requests for Robert Clock and Brian Mathis.

SYNOPSIS:

Recommend approval for travel requests listed below.

FISCAL IMPACT:

Amount: \$1,334 (Clock); \$1,750 (Mathis)

Funding Source: 2006-2007 Operating Budget, SP321 POL982100, Federally Forfeited Funds, page 309.

ADDITIONAL INFORMATION:

Robert Clock (0), Lieutenant, to Memphis, TN, from July 8 – 13, 2007 (\$1,334), to attend the National Tactical Officers Association sponsored Breacher's Symposium. The training keeps officers up to date on various tactics, which in turn are brought back to the unit and used to train the City's tactical team.

Brian Mathis (0), Senior Police Officer, to Buffalo, MN, from May 20 – June 1, 2007 (\$1,750), to attend training related to the acquisition of a new K-9 Detector Dog related to the retirement of K-9 Detector Kirby who will be 12 years old this year. Officer Mathis will meet and train for a two-week period with the new detector dog.

The amount budgeted for travel in Fiscal Year (FY) 2007 is \$331,612, which is a slight change, reflecting the amount in the FY 2007 Amended Budget. The amount expended for travel in FY 2007 as of April 3, 2007 is \$262,237.

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.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE