



Council Communication

Office of the City Manager

Date

May 21, 2007

Agenda Item No. 30

Roll Call No. 07-

Communication No. 07-293

Submitted by: Richard A. Clark, City Manager

AGENDA HEADING:

Submitting travel requests for Sone Cam, Robert Clock, SuAnn Donovan, Keith Ellis, Mark Gregory, Scott Littell, Chris Mahlstadt, Matt Towers, Gregg Wessels, and Mark Wessels.

SYNOPSIS:

Recommend approval for travel requests listed below.

FISCAL IMPACT:

Amount: \$1,583 (Cam); \$1,583 (Clock); \$1,721 (Donovan); \$2,060 (Ellis); \$2,060 (Gregory); \$2,060 (Littell); \$1,860 (Mahlstadt); \$1,847 (Towers); \$1,583 (G. Wessels); and \$1,583 (M. Wessels).

Funding Source: Fiscal Year 2006-2007 Operating Budget under:

- Community Development Department, Development Zoning, GE001 CDD130400, page 67 (Donovan)
- Public Housing Agency Fund, Housing Services – Grants, SP350 HSG280000, page 230 (Ellis, Gregory, Littell)
- Police Federally Forfeited Funds, SP321 POL982100, page 309 (Cam, Clock, Mahlstadt, Towers, Wessels, and Wessels)

ADDITIONAL INFORMATION:

Sone Cam (0), Senior Police Officer, to Milwaukee, WI, from September 16 – 21, 2007 (\$1,583), **Robert Clock (1), Lieutenant**, to Milwaukee, WI, from September 16 – 21, 2007 (\$1,583), **Gregg Wessels (0), Senior Police Officer**, to Milwaukee, WI, from September 16 – 21, 2007 (\$1,583), and **Mark Wessels (1), Sergeant**, to Milwaukee, WI, from September 16 – 21, 2007 (\$1,583), to attend training sponsored by the National Tactical Officers Association. Attendees will train with experts in the tactical field with the best and most up-to-date information and tactics from around the world. The training will be brought back and taught to the other team members and applied to other police operations.

SuAnn Donovan (0), Deputy Zoning Enforcement Officer, to Albuquerque, NM, from June 17 – 20, 2007 (\$1,721), to attend University of Wisconsin – Madison sponsored training conference entitled, Effective Planning, Zoning and Land-Use Management. Topics covered include Implementation and Enforcement Zoning, Managing the Zoning Permit and Inspection Process, Managing Zoning Variance Requests and the Appeal Process, Implementing Form-Based Codes, Sustainability in Land-Use

Management, Annexation and Development Agreements, Sign Regulation, and Regulation of Religious Land Uses (RLUIPA).

Keith Ellis (1), Maintenance Supervisor, to San Antonio, TX, from May 29 – June 2, 2007 (\$2,060), **Mark Gregory (0), Project Specialist**, to San Antonio, TX, from May 29 – June 2, 2007 (\$2,060), and **Scott Littell (0), Accounting Analyst**, to San Antonio, TX, from May 29 – June 2, 2007 (\$2,060), to attend training sponsored by Borell Technology, Inc. on Public Housing Capital Fund Program Planning and Administration providing direction and guidance for asset management under the new asset management rules in the Capital Fund Program and the PHA Plan requirements.

Chris Mahstadt (1), Senior Police Officer, to Front Royal, VA, from June 3 – July 15, 2007 (\$1,860), to attend training sponsored by the Bureau of Alcohol, Tobacco and Firearms canine training branch. Attendees learn how the explosive-detecting K-9s are trained by being involved in the actual training.

Matt Towers (0), Senior Police Officer, to Orlando, FL, from July 22 – 27, 2007 (\$1,847), to attend training sponsored by the National Association of School Resource Officers. Attendees receive training and gather information related to job assignments including meeting with other officers and school officials to discuss school situations such as active shooters, leadership from SROs, and internet activity.

The amount budgeted for travel in Fiscal Year (FY) 2007 (amended budget) is \$331,612. The amount expended for travel in FY 2007 as of May 14, 2007 is \$284,533.

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