



Council Communication

Office of the City Manager

Date

July 23, 2007

Agenda Item No. 20
Roll Call No. 07-
Communication No. 07-443
Submitted by: Allen McKinley, Finance
Director

AGENDA HEADING:

Submitting travel requests for Jessica Ayers, Monica Girdner, Nicole Hallada, Garth House, and Steven L. Woody.

SYNOPSIS:

Recommend approval for travel requests listed below.

FISCAL IMPACT:

Amount: \$1,526 (Ayers); \$1,526 (Girdner); \$1,526 (Hallada); \$1,522 (House); \$3,252.60 (Woody)

Funding Source: 2007-2008 Operating Budget under:

- SP321 POL982100 – Police – Seized Funds (House and Woody)
- SP350 HSG020000 – Housing Services – Public Housing (Ayers, Girdner, and Hallada)

ADDITIONAL INFORMATION:

Jessica Ayers (NR-0), Senior Case Manager, to Kansas City, MO, from August 28 – 31, 2007 (\$1,526), to attend training sponsored by Nan McKay regarding current process for rent calculations for public housing.

Monica Girdner (NR-0), Case Manager, to Kansas City, MO, from August 28 – 31, 2007 (\$1,526), to attend training sponsored by Nan McKay regarding current process for rent calculations for public housing.

Nicole Hallada (NR-0), Senior Case Manager, to Kansas City, MO, from August 28 – 31, 2007 (\$1,526), to attend training sponsored by Nan McKay regarding current process for rent calculations for public housing.

Garth House (NR-0), Senior Police Officer, to East Alton, IL, from September 16 -21, 2007 (\$1,522), to attend training sponsored by Armor Holdings for certification as a tactical shield instructor to teach fellow officers the use and safe deployment of protective ballistic shields.

Steven L. Woody (NR-0), Sergeant, to Quantico, VA, from September 28 – December 16, 2007 (\$3,252.60) to attend the FBI National Academy to enhance the personal and professional development

of experienced police officers by providing relevant education and the most current training. The course is designed for police managers and consists of both undergraduate and graduate-level classes.

The amount budgeted for travel in Fiscal Year (FY) 2008 is \$293,866. The amount expended for travel in FY 2008 as of July 3, 2008 is \$0.

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