



# Council Communication

Office of the City Manager

Date

August 20, 2007

Agenda Item No. 35  
Roll Call No. 07-  
Communication No. 07-495  
Submitted by: Allen McKinley, Finance  
Director

## AGENDA HEADING:

Submitting travel requests for Carol Gaithright, Gaylord Houston and Carolyn Taylor.

## SYNOPSIS:

Recommend approval for travel requests listed below.

## FISCAL IMPACT:

Amount: \$1,300 (Houston); \$1,582 (Taylor); \$1,308 (Gaithright)

Funding Source: 2007-2008 Operating Budget under:

- SP321 POL982100 – Police – Seized Funds (Houston and Taylor)
- SP027 CDD049900 WESE2006001 – Community Development – Weed and Seed – (Gaithright)

## ADDITIONAL INFORMATION:

**Carol Gaithright (R-0), EC/W&S Coordinator**, to Detroit, MI, from August 20 – 23, 2007 (\$1,308), to attend Department of Justice CCDO National Conference to increase knowledge of the Weed and Seed Initiative, learn how to create or sustain local community-wide efforts, and how to build community's capacity.

**Gaylord Houston (NR-0), Lieutenant**, to Las Vegas, NV, from September 23 – 27, 2007 (\$1,300), to attend the Airport Law Enforcement Conference to network and learn about current trends in airport safety.

**Carolyn Taylor (R-0), Sergeant**, to Denver, CO, from September 22 – 28, 2007 (\$1,582), to attend the International Association of Women Police annual conference to strengthen, unite, and raise the profile of women in criminal justice internationally and to gain professional development through networking, peer support, and mentoring opportunities.

The amount budgeted for travel in Fiscal Year (FY) 2008 is \$293,866. The amount expended for travel in FY 2008 as of August 14, 2008 is \$18,962.

## 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**