



Council Communication

Office of the City Manager

Date

October 8, 2007

Agenda Item No. 31

Roll Call No. 07-

Communication No. 07-610

Submitted by: **Richard A. Clark, City Manager**

AGENDA HEADING:

Submitting travel requests for Kevin Moran, Kerry Schneider and Julie Stundins.

SYNOPSIS:

Recommend approval for travel requests listed below.

FISCAL IMPACT:

Amount: \$1,509.60 (Moran); \$1,846.28 (Schneider); \$1,434.70 (Stundins)

Funding Source: 2007-2008 Operating Budget under:

- GE001 PKS010100 – Parks & Recreation (Moran)
- GE001 FIR040100 – Fire (Schneider)
- GE001 PKS070400 – Parks & Recreation (Stundins)

ADDITIONAL INFORMATION:

Kevin Moran (NR-0), Deputy Sr. Park Planner, to Seattle, WA, from October 14 – 17, 2007 (\$1,509.60), to attend a conference at the International Sculpture Center. The conference will provide valuable information on operating a sculpture park and garden by bringing together artists, arts administrators and advisors, curators, patrons, city arts commissioners, architects, city planners, and museum directors for dialogue and networking events focused on issues related to sculpture parks and gardens nationally and internationally. The conference also will incorporate many of the great art venues offered by Seattle and nearby Tacoma.

Kerry Schneider (NR-0), Captain, to Pueblo, CO, from December 10 – 14, 2007 (\$1,846.28), to attend HMM07-01 HazMat Monitoring Course conducted at the Transportation Technology Center's Emergency Response Training Center. The course provides in depth working knowledge and skills related to the use and interpretation of information provided by monitoring equipment.

Julie Stundins (-0), Horticulture Inspector, to Seattle, WA, from October 14 – 17, 2007 (\$1,434.70), to attend a conference at the International Sculpture Center. The conference will provide valuable information on operating a sculpture park and garden by bringing together artists, arts administrators and advisors, curators, patrons, city arts commissioners, architects, city planners, and museum directors for dialogue and networking events focused on issues related to sculpture parks and gardens nationally and internationally. The conference also will incorporate many of the great art venues offered by Seattle and nearby Tacoma.

The amount budgeted for travel in Fiscal Year (FY) 2008 is \$293,866. The amount expended for travel in FY 2008 as of October 2, 2007 is \$65,706.

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