



Council Communication

Office of the City Manager

Date January 28, 2008

Agenda Item No. 39
Roll Call No. 08-
Communication No. 08-033
Submitted by: Richard A. Clark, City Manager

AGENDA HEADING:

Submitting travel request for T.M. Franklin Cownie, Cody Christensen, Robert Kraft, Allen McKinley, Julie Ostrander, Diane Rauh & Tom Turner.

SYNOPSIS:

Recommend approval for travel requests listed below.

FISCAL IMPACT:

Amount: \$2,098.00 (Cownie); \$1,600.00 (Christensen); \$1,443.60 (Kraft); \$1,521.00 (McKinley); \$1,875.70 (Ostrander); \$2,797.00 (Rauh); \$2,300.00 (Turner)

Funding Source: 2007-2008 Operating Budget under:

- GE001 MCC010000 – Mayor – Mayor and Council (Cownie)
- GE001 CDD160100 – Community Development – Building Inspection (Christensen)
- IS010 CMO010401 – Fleet Service – Maintenance (Kraft)
- GE001 FIN010100 – Finance – Administration (McKinley)
- IS010 CMO010401 – Fleet Service – Maintenance (Ostrander)
- GE001 CCL010000 – City Clerk – Administration (Rauh)
- GE001 HRS010000 – Human Resources – Employee Relations (Turner)

ADDITIONAL INFORMATION:

T.M. Franklin Cownie (R-1), Mayor, to Key West, FL, from February 20 – 24, 2008 (\$2,098.00), to attend The United States Conference of Mayors Winter Leadership Meeting.

Cody Christensen (NR-0), Plans Examiner, to Las Vegas, NV, from February 24 – 29, 2008 (\$1,600.00), to attend the International Code Council's (ICC) 2008 EduCode training sessions. The sessions will provide advanced training on International Building Code (IBC) issues that will help improve the quality and efficiency in conducting plan reviews.

Robert Kraft (NR-0), Fleet Services Operations Manager, to Las Vegas, NV, from March 16 – 22, 2008 (\$1,443.60), to attend Ron Turley Associate's (RTA) 17th Annual User's Conference. The Conference is a combination of training classes, group sessions, open forum discussions, reviews of newly released features, and previews of upcoming software enhancements. Annual training of the RTA Fleet Management Software is essential to the daily operations of the Equipment Maintenance Center.

Allen McKinley (R-0), Finance Director, to Ft. Lauderdale, FL, from June 12 – 19, 2008 (\$1,521.00), to attend the Government Finance Officers Association 102nd Annual Conference – Building a Sustainable Future. The annual conference includes general sessions that feature recognized leaders in the government finance profession and offers more than 60 concurrent sessions and discussion groups that address current issues in government finance.

Julie Ostrander (NR-0), Fleet Services Service Writer, to Las Vegas, NV, from March 18 – 22, 2008, (\$1,875.70), to attend Ron Turley Associate's (RTA) 17th Annual User's Conference. The Conference is a combination of training classes, group sessions, open forum discussions, reviews of newly released features, and previews of upcoming software enhancements. Annual training of the RTA Fleet Management Software is essential to the daily operations of the Equipment Maintenance Center.

Diane Rauh (R-0), City Clerk, to Atlanta, GA, from May 16 – 22, 2008 (\$2,797.00), to attend the 62nd International Institute of Municipal Clerks (IIMC) Annual Conference. The conference will offer educational sessions in effective project management, advanced ethics, and the art of budgeting.

Tom Turner (R-0), Human Resources Director, to Clearwater Beach, FL, from April 12 – 17, 2008 (\$2,300.00), to attend the National Public Employer Labor Relations Association's (NPELRA) 37th Annual Training Conference for human resources professionals. This conference offers training in the latest court decisions impacting employment law as well as new programs being used by public employers across the nation.

The amount budgeted for travel in Fiscal Year (FY) 2008 is \$293,866. The amount expended for travel in FY 2008 as of January 22, 2008 is \$170,021.

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