



Council Communication

Office of the City Manager

Date April 7, 2008

Agenda Item No. 33
Roll Call No. 08-
Communication No. 08-207
Submitted by: Richard A. Clark, City Manager

AGENDA HEADING:

Submitting training and travel requests for Joseph Giudicessi, Chris Johansen, Scott Littell, Dave Lockard, and William G. Stowe.

SYNOPSIS:

Recommend approval for training and travel requests listed below.

FISCAL IMPACT:

Amount:

- Training
 - \$1,439.02 (Giudicessi); \$3,032 (Johansen); \$2,370 (Littell); \$2,339 (Lockard); \$1,833.11 (Stowe)
- Travel
 - N/A

Funding Source:

- GE001 FIR040100 – Fire – Hazardous Materials (Giudicessi)
- SP350 HSG029000 – Housing – Central Office (Johansen)
- SP350 HSG029000 – Housing – Central Office (Littell)
- SP324 POL982200 – Police – State Forfeited Funds (Lockard)
- GE001 PWK010100 – Public Works – Administration (Stowe)

ADDITIONAL INFORMATION:

Joseph Giudicessi (R-0), District Chief, to St. Louis, MO, from May 19 – 22, 2008 (\$1,439.02), to attend the 21st Annual Association of American Railroads/Bureau of Explosives Hazardous Materials Seminar. The Seminar provides technical sessions and training workshops from recognized professionals in the rail, trucking and chemical industries, utilizing the latest information on hazmat safety and security.

Chris Johansen (R-1), Director, to Dallas, TX, from April 27 – May 2, 2008 (\$3,032), to attend the Housing Choice Voucher (HCV) Executive Management Seminar. The Seminar will give attendees a chance to gain insight into developing effective policies and procedures, and will provide material in managing staff performance and tools to meet staff development needs. The class will also provide

managers with a basic understanding of program financing, budgets, fees, forecasting, and monitoring tools.

Scott Littell (NR-0), Accounting Manager, to Myrtle Beach, SC, from May 12 – 15, 2008 (\$2,370), to attend the Housing Choice Voucher (HCV) Financial Management & Reporting Seminar. The class will provide participants with the knowledge and tools they need to understand how to determine funding, monitor financial performance and report financial results to HUD.

William David Lockard (NR-0), Mobile Data Systems, to Las Vegas, NV, from June 1 – 6, 2008 (\$2,339), to attend the Intergraph Public Safety Users Conference. The Conference will give the attendee a chance to interact with Intergraph Corporation, the Police Department's vendor of computer aided dispatch, records management and mobile data software. Classes will also provide training on maintenance, changes and upgrades of the software.

William G. Stowe (R-0), Assistant City Manager / Public Works Director, to New Orleans, LA, from August 16 – 20, 2008 (\$1,833.11), to attend the 2008 American Public Works Association (APWA) International Public Works Congress & Exposition. Education sessions will provide a greater understanding of the changing world of public works through the lessons learned from not only Hurricane Katrina, but the solutions and vision displayed by public works professional from all across North America.

The amount budgeted for travel in Fiscal Year (FY) 2008 is \$502,726. The amount expended for travel in FY 2008 as of April 2, 2008 is \$243,292.

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

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