



Council Communication

Office of the City Manager

Date June 8, 2009

Agenda Item No. 37
Roll Call No. 09-
Communication No. 09-388
Submitted by: **Richard A. Clark, City Manager**

AGENDA HEADING:

Travel and training requests for T.M. Franklin Cownie, Tonia L. Fairbanks, Joseph Frentress, and Michael A. Hofmann.

SYNOPSIS:

Recommend City Council approval for travel & training requests listed below.

FISCAL IMPACT:

Amount: \$2,100 (Cownie), \$2,200 (Fairbanks), \$1,317 (Frentress), \$3,707 (Hofmann)

Funding Source:

- GE001 MCC010000 Mayor & Council (Cownie)
- SP720 HRS980100 IT – City Wide Training/Benchmarking (Fairbanks)
- SP321 POL982100 Police – Federally Forfeited Funds (Frentress)
- SP324 POL982200 Police – State Forfeited Funds (Hofmann)

ADDITIONAL INFORMATION:

T.M. Franklin Cownie (R-4) Mayor, to Providence, RI, from June 13 – June 16, 2009 (\$2,100), to attend the U.S. Conference of Mayor's 77th Annual Conference.

Tonia L. Fairbanks (NR-0) GIS Analyst, to San Diego, CA, from July 12 – July 17, 2009 (\$2,200), to attend the ESRI Annual User Conference. The City will receive a Special Achievement GIS award at the conference. In addition, the conference will also include training workshops for ESRI software, teach best practices in GIS, and provide an opportunity to gain technical knowledge that will be directly applicable to developing the City's enterprise GIS infrastructure and applications.

Joseph Frentress (NR-0) Senior Police Officer, to Glen Ellyn, IL, from July 20 – July 24, 2009, (\$1,317), to attend and complete the Reid Interview and Interrogation basic and advanced courses. The courses provide an excellent foundation for the beginning investigator.

Michael A. Hofmann (NR-0) Lieutenant, to Quantico, VA, from July 10 – September 20, 2009 (\$3,707), to attend a ten week course at the FBI National Academy. The course will include topics such as legal issues, leadership, behavioral science, forensic science, fitness/health, and a specialized instruction program in the law enforcement arts.

The amended budget for travel in Fiscal Year 2009 (FY09) is \$367,874 reflecting a 29.3% reduction from the original adopted budget of \$520,011. The amended budget for training in FY09 is \$311,045 reflecting a 1% reduction from the original adopted budget of \$313,997. The amount expended for travel & training in FY09 as of June 1, 2009 is \$423,811.

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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