



**Council  
Communication**  
Office of the City Manager

**Date**

June 22, 2009

**Agenda Item No.** 19

**Roll Call No.** 09-

**Communication No.** 09-435

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

**AGENDA HEADING:**

Travel and training request for **Vidal Spaine**, Rex Sparks and Michael Towey.

**SYNOPSIS:**

Recommend City Council approval for the travel and training requests listed below.

**FISCAL IMPACT:**

Amount: **\$2,125.00 (Spaine)**, \$1,832 (Sparks), \$2,189 (Towey)

Funding Source:

- **GE001 CMO070000 City Manager – Sister City Commission (Spaine)**
- SP321 POL982100 Police – Federally Forfeited Funds (Sparks)
- GE001 HRI010000 Human Rights - Administration (Towey)

**ADDITIONAL INFORMATION:**

**Vidal Spaine (R-0) Sister City Commissioner**, to Stavropol, Russia, from June 28 – July 5, 2009 (\$2,125), representing the City of Des Moines in discussions with government leaders from Stavropol to further relations through exchanges related to government operations, education systems, tourism, the arts, and culture.

**Rex Sparks (R-0) Identification Technician**, to Norman, OK, from July 12 – July 18, 2009 (\$1,832), to attend a Shooting Incident Reconstruction Course sponsored by Bevel, Gardner & Associates. Through a series of classes, laboratories and practical exercises, students will learn to interpret the dynamic relationship between the scene, evidence, and victim(s) injuries.

**Michael Towey (R-0) Human Relations Specialist**, to Washington, D.C., from July 12 – July 17, 2009 (\$2,189), to attend the mandatory “National Fair Housing Training Academy.”

The amended budget for travel in Fiscal Year (FY) 2009 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 and training in FY09 as of June 15, 2009 is \$468,178.

**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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