

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date	December 21, 2009
	Agenda Item No. 21 Roll Call No. <u>09-</u> Communication No. <u>09-889</u> Submitted by: Merrill R. Stanley, Deputy City Manager	

AGENDA HEADING:

Submitting travel and training requests for Brent Curtis and Kenneth Robinson.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$4,433.50 (Curtis); \$1,630 (Robinson)

Funding Source:

- GE001 POL070100 – Police – Detective Bureau (Curtis)
- SP321 POL982100 – Police – Federal Forfeited Funds (Robinson)

ADDITIONAL INFORMATION:

Brent Curtis (NR-0) Senior Police Officer, to Maitland, FL, from April 28 – May 8, 2010 (\$4,433.50), to attend the 2010 IACIS BASIC Conference. The program will provide certification in computer forensics. Costs associated with the training will be reimbursed by the State of Iowa.

Kenneth Robinson (NR-0) Senior Police Officer, to Lansing, MI, from April 25 – May 1, 2010 (\$1,630), to attend Patrol Rifle Instructor School. The course will provide certification as a Patrol Rifle Instructor.

The amount budgeted for travel in Fiscal Year (FY) 2010 is \$629,436. The amount expended for travel in FY 2010, as of December 14, 2009, is \$182,229.

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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