

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date	March 22, 2010
	Agenda Item No. 18 Roll Call No. <u>10-</u> Communication No. <u>10-151</u> Submitted by: Merrill R. Stanley, Deputy City Manager	

AGENDA HEADING:

Submitting travel and training requests for David Knutzen, Skip Moore and Diane Rauh.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,785 (Knutzen); \$215 (Moore); \$1,642 (Rauh)

Funding Source:

- GE001 FIR070100 – Fire – Commercial Fire Inspection
- GE001 MCC010000 – Mayor and Council
- GE001 CCL010000 – City Clerk Administration

ADDITIONAL INFORMATION:

David Knutzen (NR-0) Senior Fire Inspector, to Orlando, FL, from May 16 – May 21, 2010 (\$1,785), to attend the 2010 International Association of Arson Investigators annual general meeting and conference. Curriculum enhances skills via new methods and techniques in the field of fire investigation. It also provides an opportunity to share information and experiences in determining the cause of fires.

Skip Moore (R-0) City Council Member At-Large, to Omaha, NE on April 20, 2010 (\$215), to attend the 2010 Snow Conference. Attendees will acquire insight into the latest snow equipment and technology, discover new ways of improving community relations, learn how to plan for effective snow and ice removal, and network with top snow and ice experts from across North America. The APWA is the public works community’s number one resource for information and expertise on winter operations.

Diane Rauh (R-0) City Clerk, to Reno, NV from May 23 – May 27, 2010 (\$1,642), to attend the 64th Annual Conference which will provide professional development and networking opportunities. This will enable the City Clerk to exchange ideas regarding citizen demands, legal changes in procedures and new information technologies in order to plan and expedite different tasks.

The amended budget for travel in Fiscal Year (FY) 2010 is \$635,499. The amount expended for travel in FY 2010, as of March 15, 2010, is \$243,657.

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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