

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: July 12, 2010
	Agenda Item No. 22 Roll Call No. <u>10-1280</u> Communication No. <u>10-444</u> Submitted by: Merrill R. Stanley, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for Mike Matthes and Kimberly Piper.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$2,050 (Matthes); \$2,162 (Piper)

Funding Source:

- SP720 HRS980100 – City-wide Training and Benchmarking (Matthes)
- SP720 HRS980100 – City-wide Training and Benchmarking (Piper)

ADDITIONAL INFORMATION:

Mike Matthes, (R-0), Assistant City Manager/Chief Information Officer, to San Jose, CA, from October 17 – October 21, 2010 (\$2,050), to attend the 2010 ICMA Annual Conference, which will address the issues, trends and challenges facing local government managers world-wide. Public and private sector experts will share their knowledge and interact with participants in educational sessions organized around the following theme tracks: service delivery through collaborative cooperation, rising above the economy, citizen engagement and citizen expectations, sustainability from theory to practice, redefining passion for the work and career tracks for small community managers, assistant city managers and senior managers.

Kimberly Piper, (NR-0), Senior Systems Operations Coordinator, to San Diego, CA, from September 26 – September 30, 2010 (\$2,162), to attend the 2010 GBAMS Annual Conference and Training, which will provide updates to enhancements to software, training on the enhancements, training on advanced techniques and Crystal Report customization.

The budget for travel and training in Fiscal Year (FY) 2011 is \$621,718. The amount expended for travel and training in FY 2011, as of July 6, 2010, is \$0.

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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