

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: April 11, 2011
	Agenda Item No. 26 Roll Call No. <u>11-595</u> Communication No. <u>11-226</u> Submitted by: Allen McKinley, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for T. M. Franklin Cownie, Patty Jennings and Sarah Lynch.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT: [SELECT ONE]

Amount: \$1,851 (Cownie); \$2,383 (Jennings); \$2,383 (Lynch)

Funding Source:

- GE001 MCC010000 Mayor & Council (Cownie)
- SP350 HSG029000 Des Moines Public Housing – Central Office (Jennings)
- SP350 HSG029000 Des Moines Public Housing – Central Office (Lynch)

ADDITIONAL INFORMATION:

T. M. Franklin Cownie, (R-12), Mayor, to Washington, DC, from April 12 – April 13, 2011, (\$1,851), to meet with congressional leaders to discuss City needs.

Patty Jennings, (NR-0), Research and Development Administrator, to Springfield, MA, from April 18 – April 23, 2011, (\$2,383), to attend training on the Housing Choice Voucher (HCV) Homeownership and Family Self Sufficiency (FSS) programs. The training will assist in the City’s implementation of the HCV Homeownership program and will assist in the creation of a self-sustaining FSS program.

Sarah Lynch, (NR-0), FSS & Homeownership Supervisor, to Springfield, MA, from April 18 – April 23, 2011, (\$2,383), to attend training on the HCV Homeownership and FSS programs. The training will assist in the City’s implementation of the HCV Homeownership program and will assist in the creation of a self-sustaining FSS program.

The amended budget for travel and training in Fiscal Year (FY) 2011 is \$619,389. The amount expended for travel and training in FY 2011, as of April 4, 2011, is \$259,258.

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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