

 Council Communication Office of the City Manager	Date: April 25, 2011
	Agenda Item No. 33 Roll Call No. <u>11-0685</u> Communication No. <u>11-251</u> Submitted by: Allen McKinley, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for Ken Ball, T.M. Franklin Cownie and Dani Wilson.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,312 (Ball); \$2,050 (Cownie); \$1,513.28 (Wilson)

Funding Source:

- GE001 PKS040700 Parks – Construction/Structural Repair (Ball)
- GE001 MCC010000 Mayor and City Council (Cownie)
- SP321 POL982100 Police – Federally Forfeited Funds (Wilson)

ADDITIONAL INFORMATION:

Ken Ball, (NR-0), Parks Construction Tech, to St. Louis Park, MN, from May 3 – May 6, 2011, (\$1,312), to attend a course that will allow certification as a Playground Safety Inspector. The certification is a requirement of the position.

T.M. Franklin Cownie, (R-13), City Manager, to Washington, DC , from May 10 – May 11 (\$2,050), to participate in the Annual Greater Des Moines Partnership lobbying trip to speak with congressional leaders and discuss the needs of the City.

Dani Wilson, (NR-0), CAD Specialist, to Orlando, FL, from June 6 – June 10, 2011, (\$1,513.28), to attend classes and achieve recertification on the computer-aided dispatch software used by the City.

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 \$276,015.

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 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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