

 Council Communication Office of the City Manager	Date: June 13, 2011
	Agenda Item No. 31 Roll Call No. <u>11-994</u> Communication No. <u>11-349</u> Submitted by: Allen McKinley, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for Darlene Blake, Lawrence McDowell, Eric Nevins, Kerri Przybylski and Vidal Spaine.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,257 (Blake); \$2,500 (McDowell); \$1,883.84 (Nevins); \$1,302 (Przybylski); \$3,231 (Spaine)

Funding Source:

- GE001 CMO070000 City Manager - Sister Cities Commission (Blake)
- GE001 LGL010000 Legal – General Services (McDowell)
- IS040 POL011000 Internal Service – Radio Communications (Nevins)
- GE001 FIR011000 Fire – Training and Safety (Przybylski)
- GE001 CMO070000 City Manager – Sister Cities Commission (Spaine)

ADDITIONAL INFORMATION:

Darlene Blake, (R-0), Sister City Commission Member – Cultural Affairs, to Stavropol City, Russia, from June 26 – July 3, 2011, (\$1,257), as a member of Des Moines’ Sister City delegation. Trip will enhance international relations across the government sector.

Lawrence McDowell, (R-0), Deputy City Attorney, to Chicago, IL, from September 10 – September 14, 2011, (\$2,500), to attend the International Municipal Lawyers Association Annual Meeting Conference. The conference includes sessions on various topics that will be useful to the City of Des Moines, including land use, municipal finance, tax increment financing, redistricting, personnel/employment and litigation.

Eric Nevins, (R-0), Communications Supervisor, to Philadelphia, PA, from August 4 – August 10, 2011, (\$1,883.84), to attend the annual meeting of the Association of Public Safety Officials. Nevins will be present at the Executive Council meeting as the Iowa Chapter representative and will also attend seminars and courses on different aspects of public safety communications technology.

Kerri Przybylski (NR-0), Engineer, to Glenview, IL, from July 31 – August 6, 2011, (\$1,302), to attend the Peer Fitness Trainer Certification Program. The class will provide employees with the tools to become a Peer Fitness Trainer, which will provide skills required to implement a department fitness program, improve the wellness of fire fighters and design a physical training program for new recruits.

Vidal Spaine, (R-0), Sister City Commission Member – Stavropol Chair, to Stavropol City, Russia, from June 26 – July 3, 2011, (\$3,231), as a member of Des Moines' Sister City delegation. Trip will enhance international relations across the government sector.

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 June 3, 2011, is \$351,252.

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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