

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: July 25, 2011
	Agenda Item No. 23 Roll Call No. <u>11-494</u> Communication No. <u>11-494</u> Submitted by: Scott E. Sanders, Finance Director

AGENDA HEADING:

Submitting travel and training requests for Mark Godwin, Donald Hansen, Amelia Hamilton-Morris, Patrick Kozitza, Amanda Leo, William Stowe and John TeKippe.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$2,570 (Godwin); \$1,445 (Hamilton-Morris); \$1,828.60 (Hansen); \$1,817 (Kozitza); \$1,549 (Leo); \$1,817 (Stowe); \$1,674 (TeKippe)

Funding Source:

- GE005 LGL040000 Legal – Tort Services (Godwin)
- GE001 CMO160000 City Manager – Information (Hamilton-Morris)
- GE001 CDD161000 Community Development – Plumbing Inspection (Hansen)
- GE001 PWK010100 Public Works – Administration (Kozitza)
- SP321 POL982100 Police – Federal Forfeited Funds (Leo)
- GE001 PWK010100 Public Works – Administration (Stowe)
- GE001 FIR010100 Fire - Administration (TeKippe)

ADDITIONAL INFORMATION:

Mark Godwin, (R-0), Deputy City Attorney, to Chicago, IL, from September 10 – September 14, 2011, (\$2,570), 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, re-districting, personnel/employment and litigation.

Amelia Hamilton-Morris, (R-0), Public Information Officer, to Austin, TX, from September 6 – September 10, 2011, (\$1,445), to attend the 3CMA Conference. The conference will provide a greater understanding of new communication technologies that are available, how to manage emergency communications in real time with the rise of social media and how to continue to provide impact with smaller budgets.

Donald Hansen, (R-0), Senior Plumbing Inspector, to San Antonio, TX, from September 24 – September 30, 2011, (\$1,828.60), to attend the annual International Association of Plumbing and

Mechanical Officials conference. The conference will provide information regarding changes to national plumbing code requirements.

Patrick Kozitza, (R-0), Deputy Public Works Director, to Denver, CO, from September 18 – September 21, (\$1,817), to attend the 2011 American Public Works Association (APWA) International Public Works Congress & Exposition entitled, “Innovation, Motivation, Elevation”. The conference will provide the latest innovations in public works, delivers top-notch motivational speakers and promises to elevate its attendees and their communities to new heights. The Iowa Chapter of the APWA will reimburse the City up to \$1,000 for expenditures related to this trip.

Amanda Leo, (R-0), Senior Police Officer, to Austin, TX, from September 10 – September 17, 2011, (\$1,549), to obtain training sponsored by the American Polygraph Association. The training will provide the most current knowledge and skills in detecting deception during polygraph exams and advanced training to be used in interviewing and interrogating during polygraph exams. The training will also provide continuing education credit hours necessary to maintain certification as a polygraph examiner.

William Stowe, (R-0), Assistant City Manager/Public Works Director, to Denver, CO, from September 18 – September 21, (\$1,817), to attend the 2011 American Public Works Association (APWA) International Public Works Congress & Exposition entitled, “Innovation, Motivation, Elevation”. The conference will provide the latest innovations in public works, delivers top-notch motivational speakers and promises to elevate its attendees and their communities to new heights.

John TeKippe (R-0), Fire Chief, to Atlanta, GA, from August 23 – August 27, 2011, (\$1,674), to attend the National Society of Executive Fire Officers Leadership Conference and the Fire Rescue International 2011 Global Forum for Leadership. These combined conferences provide educational workshops, seminars and networking opportunities to assist in positively impacting the City Goal Statements regarding customer service, inclusive community, public safety and a sustainable community.

The amended budget for travel and training in Fiscal Year (FY) 2012 is \$584,905. The amount expended for travel and training in FY 2012, as of July 18, 2011, 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 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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