

 <h1 style="text-align: center;">Council Communication</h1> <p style="text-align: center;">Office of the City Manager</p>	<b>Date:</b>	November 7, 2011
	<b>Agenda Item No.</b>	<b>25</b>
	<b>Roll Call No.</b>	<b><u>11-1872</u></b>
	<b>Communication No.</b>	<b><u>11-690</u></b>
	<b>Submitted by:</b>	<b>Scott E. Sanders, Finance Director</b>

**AGENDA HEADING:**

Submitting travel and training requests for T.M. Franklin Cownie, Chris Hardy, Mathew Harkin and Skip Moore.

**SYNOPSIS:**

Recommend approval for travel and training requests listed below.

**FISCAL IMPACT:**

Amount: \$0 (Cownie); \$2,063 (Hardy); \$1,250 (Harkin); \$800 (Moore)

Funding Source:

- GE001 MCC010000 Mayor and Council (Cownie)
- SP321 POL982100 Police - Federal Forfeited Funds (Hardy)
- GE001 POL101400 Police – Bomb Team (Harkin)
- GE001 MCC010000 Mayor and Council (Moore)

**ADDITIONAL INFORMATION:**

**T.M. Franklin Cownie (R-5), Mayor**, from November 14 – November 16, 2011, (\$0), to attend the National Urban and Community Forest Advisory Council.

**Chris Hardy, (NR-0), Sergeant**, to Bloomington, MN, from February 5 – February 11, 2012, (\$2,063), to attend training in Tactical Communications sponsored by the Mall of America Security Department. The training will allow the officer to better serve the community by providing the tools needed to diffuse tense situations.

**Mathew Harkin, (NR-0), Senior Police Officer**, to Front Royal, VA, from November 14 – November 19, 2011, to attend training sponsored by the Federal Bureau of Alcohol, Tobacco and Firearms. The training is required for recertification as a Bureau of Alcohol, Tobacco and Firearms Explosive Detecting Canine Team.

**Skip Moore, (R-0), Councilmember**, from November 14 – November 16, 2011 (\$800), to attend the National Urban and Community Forest Advisory Council.

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 October 31, 2011, is \$116,478.

**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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