

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: November 21, 2011
	Agenda Item No. 27 Roll Call No. [_____] Communication No. <u>11-706</u> Submitted by: Scott E. Sanders, Finance Director

AGENDA HEADING:

Submitting travel and training request for T.M. Franklin Cownie and Mikel Johnson.

SYNOPSIS:

Recommend approval for travel and training request listed below.

FISCAL IMPACT:

Amount: \$2,905 (Cownie); \$3,551.12 (Johnson)

Funding Source:

- GE001 MCC010000 Mayor and Council (Cownie)
- GE001 HRI010000 Human Rights (Johnson)

ADDITIONAL INFORMATION:

T.M. Franklin Cownie, (R-7), Mayor, to Washington, DC, from January 17 – January 21, 2012, (\$2,905), to attend the United States Council of Mayors 80th Annual Winter Meeting and the Mayors Innovation Project Winter Meeting.

Mikel Johnson (R-0), Human Rights Specialist, to Washington, DC, from December 3 – December 16, 2011, (\$3,551.12) to attend the Housing and Urban Development required training on National Fair Housing.

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 November 14, 2011, is \$134,618.

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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