

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> January 9, 2012
	<b>Agenda Item No.</b> 22 <b>Roll Call No.</b> <u>12-0040</u> <b>Communication No.</b> <u>12-012</u> <b>Submitted by:</b> Scott E. Sanders, <b>Finance Director</b>

**AGENDA HEADING:**

Submitting travel and training requests for Daniel Gray and David Jahn.

**SYNOPSIS:**

Recommend approval for travel and training requests listed below.

**FISCAL IMPACT:**

Amount: \$2,025 (Gray); \$1,874 (Jahn)

- Funding Source:
- GE001 POL040900 Police – E911 (Gray)
  - SP720 HRS980100 - Citywide Training and Benchmarking (Jahn)

**ADDITIONAL INFORMATION:**

**Daniel Gray, (NR-0), Senior Radio Technician,** to Las Vegas, NV, from February 19 – February 24, 2012, (\$2,025), to attend the International Wireless Communications Expo. The conference will provide technical courses on a wide variety of topics in the radio communications field, many of which will provide information on future mandated changes.

**David Jahn, (R-1), Municipal Arborist,** to Nebraska City, NE, from February 19 – February 24, 2012, (\$1,874), to attend the 2012 Municipal Forestry Institute which is an innovative, high-level training opportunity focusing professionals on the leadership and managerial aspects of urban forestry. This week long, intensive educational program delivers a challenging opportunity to grow a more successful community tree program.

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 January 2, 2012, is \$188,464.

**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**

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the second floor of City Hall, 400 Robert D. Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to [cityclerk@dmgov.org](mailto:cityclerk@dmgov.org).