

 <h1 style="text-align: center;">Council Communication</h1> <p style="text-align: center;">Office of the City Manager</p>	Date:	March 26, 2012
	Agenda Item No.	26
	Roll Call No.	[_____]
	Communication No.	<u>12-143</u>
	Submitted by:	Allen McKinley, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for David McDermott and Diane Rauh.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$2,211 (McDermott); \$2,023 (Rauh)

Funding Source: • SP321 POL982100 Police – Federal Seized Funds (McDermott)
• GE001 CCL010000 City Clerk Administration (Rauh)

ADDITIONAL INFORMATION:

David McDermott, (NR-0), Sergeant, to Dallas, TX, from April 22 – April 27, 2012, (\$2,211), to attend the Law Enforcement Fitness Specialist course sponsored by the Cooper Institute. The training will allow the officer to become the fitness expert for the Department and the Academy.

Diane Rauh, (R-0), City Clerk, to Portland, OR, from May 20 – May 27, 2012, (\$2,023), to attend the 66th Annual International Institute of Municipal Clerks Conference. Educational session topics on leadership, communication, sustainable municipalities, management, budget/finance and records management will provide knowledge needed to deal with the challenging and fluctuating public sector environment.

The amended budget for travel and training in Fiscal Year (FY) 2012 is \$567,822. The amount expended for travel and training in FY 2012, as of March 16, 2012, is \$282,348.

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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