

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	October 8, 2012
	Agenda Item No.	29
	Roll Call No.	<u>12-1568</u>
	Communication No.	<u>12-534</u>
	Submitted by:	Allen McKinley, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for T. M. Franklin Cownie and Skip Moore.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$0 (Cownie); \$1,567 (Moore)

Funding Source:

- GE001 MCC010000 – Mayor and Council (Cownie)
- GE001 MCC010000 – Mayor and Council (Moore)

ADDITIONAL INFORMATION:

T. M. Franklin Cownie, (R-3), Mayor, to Seoul, South Korea, from October 16 – October 21, 2012, (\$0) to attend the World Mayors Council and Global Executive Committee for International Council for Local Environmental Issues (ICLEI). ICLEI will reimburse the City for airfare and the meeting hosts are to cover all other costs of travel.

Skip Moore, (R-0), Council Member, to Sacramento, CA, from November 13 – November 16, 2012, (\$1,567) to attend the Partners in Forestry Conference. The conference serves as the premier national platform for sharing best practices in partnership development, as well as innovations and models of success in urban forestry programs and projects.

The budget for travel and training in Fiscal Year (FY) 2013 is \$517,998. The amount expended for travel and training in FY 2013, as of September 17, 2012, is **\$62,890**.

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

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.