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|  <p style="text-align: center;">Council Communication Office of the City Manager</p> | Date: | January 28, 2013 |
| | Agenda Item No. | 24 |
| | Roll Call No. | <u>13-0112</u> |
| | Communication No. | <u>13-038</u> |
| | Submitted by: | Larry Hulse, Assistant City Manager |

AGENDA HEADING:

Submitting travel and training requests for Kevin Moran and James Wells.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,509.84 (Moran); \$1,750 (Wells)

Funding Source:

- GE001 PKS040400– Park Improvement Planning (Moran)
- GE001 HRS01000 – Human Resources Employee Relations (Wells)

ADDITIONAL INFORMATION:

Kevin Moran, (NR-0), Senior Park Planner, to San Antonio, TX, from May 12 – May 15, 2013, (\$1,509.84) to attend The National ADA Symposium. The conference will provide educational opportunities necessary to complete certification as an ADA Coordinator. Federal law requires a minimum of one ADA coordinator on staff for a City of greater than 50 employees.

James Wells, (R-0), Human Resources Director, to San Antonio, TX, from April 7 – April 10, 2013, (\$1,750) to attend the National Public Employees Labor Relations Association 2013 Annual Training Conference. The conference will provide the opportunity to further develop skills in bargaining and negotiations, and enhance knowledge in most areas of labor management.

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 January 20, 2013, is \$146,984.

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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