

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	March 11, 2013
	Agenda Item No.	28
	Roll Call No.	<u>13-0407</u>
	Communication No.	<u>13-127</u>
	Submitted by:	Larry Hulse, Assistant City Manager

AGENDA HEADING:

Submitting travel and training requests for Matt Anderson, Richard Clark, and Sara Thies.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$2,220 (Anderson); \$2,220 (Clark); \$1,307.55 (Thies)

Funding Source:

- GE001 CMO010000 – City Manager Administration (Anderson)
- GE001 CMO010000 – City Manager Administration (Clark)
- SP360 PWK040400 – Road Use – Street Maintenance (Thies)

ADDITIONAL INFORMATION:

Matt Anderson, (R-0), Assistant City Manager, to Washington, DC, from May 8 – May 10, 2013, (\$2,220) to participate in the annual Greater Des Moines Partnership lobbying trip to speak with Congressional leaders about needs of the City.

Richard Clark, (R-0), City Manager, to Washington, DC, from May 8 – May 10, 2013, (\$2,220) to participate in the annual Greater Des Moines Partnership lobbying trip to speak with Congressional leaders about needs of the City.

Sara Thies, (R-0), Street Maintenance Administrator, to Charlotte, NC, from April 7 – April 10, 2013, (\$1,307.55) to attend the 2013 Snow Conference sponsored by the American Public Works Association. The conference features an exhibit floor with the newest equipment and products available, quality educational programs and technical tours, and opportunities to exchange ideas with manufacturers, distributors, consultants, and other public works professionals.

The amended budget for travel and training in Fiscal Year (FY) 2013 is \$597,435. The amount expended for travel and training in FY 2013, as of March 4, 2013, is \$197,944.

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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