

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	March 25, 2013
	Agenda Item No.	31
	Roll Call No.	<u>13-0477</u>
	Communication No.	<u>13-152</u>
	Submitted by:	Larry Hulse, Assistant City Manager

AGENDA HEADING:

Submitting travel and training requests for Daniel Blom, Todd Dykstra, Linda Harris, Garth House, Jeffery Lester, and Lawrence McDowell.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$2,170 (Blom); \$1,779 (Dykstra); \$2,407 (Harris); \$2,263 (House); \$2,450 (Lester); \$2,370 (McDowell)

Funding Source:

- SP324 POL982200 – Police – State Seized Funds (Blom)
- SP324 POL982200 – Police – State Seized Funds (Dykstra)
- SP720 HRS980100 – Citywide Training & Benchmarking (Harris)
- SP324 POL982200 – Police – State Seized Funds (House)
- GE001 LGL010000 – Legal - Administration (Lester)
- GE001 LGL010000 – Legal – Administration (McDowell)

ADDITIONAL INFORMATION:

Daniel Blom, (NR-1), Sergeant, to Plano, TX, from May 12 – May 16, 2013, (\$2,170) to receive training at the Institute for Law Enforcement Management which will allow for certification to instruct Ethics class at the Des Moines Police Academy.

Todd Dykstra, (NR-2), Captain, to Atlanta, GA, from June 9 – June 11, 2013, (\$1,779) to participate in training presented by the International Police Conference which will develop and enhance knowledge specifically addressing the leadership and strategic realities that currently face all senior police and law enforcement executives.

Linda Harris, (NR-0), Human Resources Generalist, to Boston, MA, from April 28 – May 1, 2013, (\$2,047) to attend the Tyler Technologies Connect 2013 user conference. The conference will provide educational sessions, announcements of software enhancements, system tips and tricks and hands-on training of Tyler products that the City will be taking live in October 2013.

Garth House, (NR-0), Sergeant, to Westminster, CO, from April 21 – April 26, 2013, (\$2,263) to attend training provided by Smith and Wesson that will qualify the employee to repair City revolvers and pistols manufactured by Smith and Wesson.

Jeffrey Lester, (R-0), City Attorney, to San Francisco, CA, from September 28 – October 2, 2013, (\$2,450) to attend the International Municipal Lawyers Association Annual Conference. The Conference includes sessions on various topics that will be useful to the City of Des Moines including land use, municipal finance, tax increment financing, redistricting, personnel/employment and litigation.

Lawrence McDowell, (R-0), Deputy City Attorney, to San Francisco, CA, from September 28 – October 2, 2013, (\$2,370) to attend the International Municipal Lawyers Association Annual Conference. The Conference includes sessions on various topics that will be useful to the City of Des Moines including land use, municipal finance, tax increment financing, redistricting, personnel/employment and litigation.

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 15, 2013, is \$211,684.

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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