

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b>	August 26, 2013
	<b>Agenda Item No.</b>	<b>26</b>
	<b>Roll Call No.</b>	<b><u>13-1333</u></b>
	<b>Communication No.</b>	<b><u>13-434</u></b>
	<b>Submitted by:</b>	<b>Larry Hulse, Assistant City Manager</b>

**AGENDA HEADING:**

Submitting travel and training requests for T.M. Franklin Cownie, Aaron Greiner, Christine Hensley, Jeff May, Kimberly Piper, Kandi Reindl, Anna Whipple, and Steve Woody.

**SYNOPSIS:**

Recommend approval for travel and training requests listed below.

**FISCAL IMPACT:**

Amount: \$0 (Cownie); \$0 (Cownie); \$1,847 (Greiner); \$744.20 (Hensley); \$1,847 (May); \$1,797.40 (Piper); \$2,355 (Reindl); \$1,438.68 (Whipple); \$1,552.75 (Woody)

Funding Source:

- MC180180 – Mayor & Council (Cownie)
- MC180180 – Mayor & Council (Cownie)
- PW247413 – Stormwater Enterprise – Storm Sewer Maintenance (Greiner)
- MC180180 – Mayor & Council (Hensley)
- PW247411 – Sanitary Sewer Enterprise – Sanitary Sewer Maintenance (May)
- IT153000 – Information Technology – IT User Services (Piper)
- CMO001000 – City Manager – Administration (Reindl)
- IT001000 – Information Technology – Administration (Whipple)
- PD225000 – Police – Federally Forfeited Funds (Woody)

**ADDITIONAL INFORMATION:**

**T.M. Franklin Cownie, (R-1) Mayor,** to New York, NY, from September 24 – September 26, 2013 (\$0) to attend a high level United Nations meeting at the request of the International Council for Local Environmental Initiatives.

**T.M. Franklin Cownie, (R-1) Mayor,** to Nantes, France, from September 26 – October 1, 2013 (\$0) to attend the 2013 World Mayors Summit on Climate Change at the request of the International Council for Local Environmental Initiatives.

**Aaron Greiner, (R-0) GIS Analyst,** to Kansas City, MO, from September 8 – September 11, 2013 (\$1,847) to attend the Lucity Annual Conference and Training. The conference will provide additional training for Lucity Software, the software used by the City’s Sewer Enterprise Systems.

**Christine Hensley, (R-0) Council Member**, to Dubuque, IA, from September 24 – September 28, 2013 (\$744.20) to attend the Iowa League of Cities Annual Conference and Exhibit 2013.

**Jeff May, (R-0), Sewer Administrator/Assistant Public Works Director**, to Kansas City, MO, from September 8 – September 11, 2013 (\$1,847) to attend the Lucity Annual Conference and Training. The conference will provide additional training for Lucity Software, the software used by the City's Sewer Enterprise Systems.

**Kimberly Piper, (NR-0), User Support Technician**, to Kansas City, MO, from September 7 - September 11, 2013 (\$1,797.40) to attend the Lucity Annual Conference and Training. The conference will provide additional training for Lucity Software, the software used by the City's Sewer Enterprise Systems.

**Kandi Reindl, (R-0) Assistant to the City Manager**, to Boston, MA, from September 21 – September 25, 2013 (\$2,355) to attend the 2013 ICMA Conference.

**Anna Whipple, (R-1), GIS Manager**, to Providence, RI, from September 15 – September 19, 2013 (\$1,438.68) to attend the URISA GIS Pro Conference to accept for the City an Exemplary Systems in Government Award and give a presentation on the use of GIS for snow operations. This award recognizes the achievements of IT, Public Works, and the City Clerk's office to create a GIS tool for both staff and the public to use to understand the snow removal ordinance in effect for their home, business, or places of interest.

**Steve Woody, (NR-0), Sergeant**, to Las Vegas, NV from December 1 – December 6, 2013 (\$1,552.75) to attend an Internal Affairs Conference sponsored by the Public Agency Training Council. The conference will provide training in investigating citizen complaints, administrative reviews, and court decisions and legal updates in the internal affairs arena.

The amended budget for travel and training in Fiscal Year (FY) 2014 is \$589,478. The amount expended for travel and training in FY 2014, as of August 19, 2013, is \$44,272.

#### **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 first 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](mailto:cityclerk@dmgov.org).