

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b>	March 24, 2014
	<b>Agenda Item No.</b>	<b>22</b>
	<b>Roll Call No.</b>	<b><u>14-0482</u></b>
	<b>Communication No.</b>	<b><u>14-133</u></b>
	<b>Submitted by:</b>	<b>Larry Hulse, Assistant City Manager</b>

**AGENDA HEADING:**

Submitting travel and training requests for Sara Thies and Michael West.

**SYNOPSIS:**

Recommend approval for travel and training requests listed below.

**FISCAL IMPACT:**

Amount: \$2,150 (Thies); \$1,395 (West)

Funding Source:

- PW240402 – Road Use Tax Fund – Street Maintenance (Thies)
- GTS00014 – Police – Governor’s Traffic Safety Grant (West)

**ADDITIONAL INFORMATION:**

**Sara Thies, (R-0) Street Maintenance Administrator**, to Cincinnati, OH, from May 3 – May 7, 2014 (\$2,150) to attend the American Public Works Association North American Snow Conference. The conference offers a comprehensive view of snow and ice solutions available. In addition, industry-leading snow and ice education sessions are offered.

**Michael West, (NR-0) Senior Police Officer**, to Nashville, TN, from April 26 – April 29, 2014 (\$1,395) to attend the National Lifesavers Conference. The conference will cover new procedures used by local, state, and federal law enforcement agencies for traffic and alcohol related enforcement.

The amended budget for travel and training in Fiscal Year (FY) 2014 is \$603,835. The amount expended for travel and training in FY 2014, as of March 18, 2014, is \$223,787.

**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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