

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: June 8, 2015
	Agenda Item No. 31 Roll Call No. <u>15-923</u> Communication No. <u>15-316</u> Submitted by: Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for Sean Devlin, Lawrence McDowell, Kevin Moran, Amelia Hamilton-Morris, Ben Page, Nekesha Palmer, and Margaret Schleuger.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,314 (Devlin); \$1,520 (McDowell); \$1,754.72 (Moran); \$2,425 (Hamilton-Morris); \$1,674.72 (Page); \$3,505.63 (Palmer); \$2,258 (Schleuger)

Funding Source:

- CD042044 – Community Development - Permit & Development Center (Devlin)
- LG001000 – Legal - Administration (McDowell)
- PK001200 – Parks - Administration (Moran)
- CM023000 – City Manager - Information (Hamilton-Morris)
- PK001200 – Parks - Administration (Page)
- HI001000 – Human Rights - Administration (Palmer)
- PD226000 – Police - State Forfeited Funds (Schleuger)

ADDITIONAL INFORMATION:

Sean Devlin (NR-0), Plans Examiner, to Washington, DC, from June 17 – June 20, 2015 (\$1,314) to participate as a governmental member on the consensus committee formed to assist in the development of the 2015 National Green Building Standard. The National Green Building Standard is a point-based rating system for sustainable residential construction, remodeling, and land development.

Lawrence McDowell (R-0), Deputy City Attorney, to Chicago, IL, from September 1 – September 4, 2015 (\$1,520) to attend the 2015 Brownfields Conference sponsored by the United States Environmental Protection Agency. The conference will focus on legal and practical issues related to environmental revitalization and economic redevelopment.

Kevin Moran (NR-0), Senior Park Planner, to Las Vegas, NV, from September 13 – September 17, 2015 (\$1,754.72) to attend the 2015 National Park and Recreation Association Annual Conference – Great Ideas Start Here. The conference will provide an opportunity to learn about the latest trends in park and recreation programs and practices. Additionally, the City of Des Moines is a finalist for the organization’s Gold Medal Award.

Amelia Hamilton-Morris (R-0), Chief Communications Officer, to Ft. Worth, TX, from July 25 – August 1, 2015 (\$2,425) to attend courses in the Certified Public Communicator Program. The program provides a unique opportunity to work with top professionals from around the nation in municipal communications and marketing to develop several key communications documents. The City is currently in the process of developing a three-year communication plan, social media policies, research-based strategies and tactics, and crisis communication plans.

Ben Page (R-0), Parks and Recreations Director, to Las Vegas, NV, from September 13 – September 17, 2015 (\$1,674.72) to attend the 2015 National Park and Recreation Association Annual Conference – Great Ideas Start Here. The conference will provide an opportunity to learn about the latest trends in park and recreation programs and practices. Additionally, the City of Des Moines is a finalist for the organization's Gold Medal Award.

Nekesha Palmer (R-0), Human Rights Specialist, to Washington, DC, from August 15 – August 22, 2015 (\$3,505.63) to attend training at the National Fair Housing Academy. The training is required by HUD and will provide guidelines on how to conduct a comprehensive, fair, and ethical housing investigation.

Margaret Schleuger (NR-0), Investigative Assistant, to San Diego, CA, from July 19 – July 24, 2015 (\$2,258) to attend the ESRI User Conference. The conference will provide user training, user presentations that share best practices, and one-on-one meeting opportunities with technical staff employed by ESRI and Omega.

The amended budget for travel and training in Fiscal Year (FY) 2015 is \$521,090. The amount expended for travel and training in FY2015, as of June 2, 2015, is \$320,082.

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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