

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b>	July 13, 2015
	<b>Agenda Item No.</b>	<b>33</b>
	<b>Roll Call No.</b>	[ _____ ]
	<b>Communication No.</b>	<u>15-385</u>
	<b>Submitted by:</b>	<b>Carl Metzger, Deputy City Manager</b>

**AGENDA HEADING:**

Submitting travel and training requests for Mark Daly and Jonathan Gano.

**SYNOPSIS:**

Recommend approval for travel and training requests listed below.

**FISCAL IMPACT:**

Amount: \$1,550 (Daly); \$4,286 (Gano)

Funding Source:

- CM021000 – City Manager – Sister City Commission (Daly)
- PW001010 – Public Works - Administration (Gano)

**ADDITIONAL INFORMATION:**

**Mark Daly (R-0), Commissioner**, to Minneapolis, MN, from July 16 – July 18, 2015 (\$1,550) to attend the 2015 Sister Cities International Annual Conference. The conference will provide opportunities to improve the effectiveness and outreach of the Des Moines Sister Cities Commission and will provide an opportunity to present a proposal to host the national conference in Des Moines in 2017.

**Jonathan Gano (R-1), Public Works Director**, to Chicago, IL, from September 25 – October 1, 2015 (\$4,286) to attend the 88<sup>th</sup> Annual Water Environmental Federation Technical Exhibit & Conference. The conference will provide information on stormwater regulations and policies, flood impacts and mitigation, stormwater and transportation systems, green infrastructure benefits, and financing challenges in stormwater.

The amended budget for travel and training in Fiscal Year (FY) 2016 is \$521,140. The amount expended for travel and training in FY 2016, as of July 6, 2015, is \$0.

**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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