

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: July 27, 2015
	Agenda Item No. 23 Roll Call No. <u>15-1247</u> Communication No. <u>15-430</u> Submitted by: Larry D. Hulse, Assistant City Manager

AGENDA HEADING:

Submitting travel and training requests for Christine Hensley, Jonathan Lund and Scott Sanders.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$720 (Hensley); \$1,736 (Lund); \$2,695 (Sanders)

Funding Source:

- CM180180 – Mayor & Council (Hensley)
- FD107114 – Fire – Commercial Fire Inspection (Lund)
- CM001000 – City Manager – Administration (Sanders)

ADDITIONAL INFORMATION:

Christine Hensley (R-0), Council Member, to Cedar Rapids, IA, from September 23 – September 25, 2015 (\$720) to attend the Iowa League of Cities 2015 Annual Conference & Exhibit. The conference is the largest training site in the state designed specifically for Iowa’s city officials. The conference also allows for ample opportunities to network with fellow city officials.

Jonathan Lund (R-1), Fire Marshal, to Atlanta, GA, from August 25 – August 29, 2015 (\$1,736) to attend the International Association of Fire Chiefs Fire Rescue International Conference & Expo. The conference will provide educational workshops, seminars and networking opportunities to assist in professional development and is a requirement of the IAFC Executive Development Institute.

Scott Sanders (R-0), City Manager, to Seattle, WA, from September 25 – September 29, 2015 (\$2,695) to attend the International City/County Management Association 101st Annual Conference. Participants will hear innovative ideas and learn practical strategies needed to deal with the challenges facing local governments today.

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 21, 2015, is \$2,245.

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 (3) 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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