

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	October 26, 2015
	Agenda Item No.	27
	Roll Call No.	<u>15-1786</u>
	Communication No.	<u>15-578</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for T.M. Franklin Cownie, David Jahn, Skip Moore, Dan Ritter, and Jeremy Sprague.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$150.60 (Cownie); \$150.65 (Cownie); \$134.55 (Cownie); \$3,055 (Jahn); \$1,840.92 (Moore); \$2,184 (Ritter); \$2,297 (Sprague)

Funding Source:

- MC180180 – Mayor and Council (Cownie)
- MC180180 – Mayor and Council (Cownie)
- MC180180 – Mayor and Council (Cownie)
- PW245000 – Internal Service – Forestry (Jahn)
- MC180180 – Mayor and Council (Moore)
- FN001000 – Finance – Administration (Ritter)
- PD226000 – Police – State Forfeited Funds (Sprague)

ADDITIONAL INFORMATION:

T.M. Franklin Cownie (R-2), Mayor, to Waterloo, IA on September 18, 2015 (\$150.60) to attend the ceremony at the Grout Museum on National MIA/POW Day to honor 25 Iowans who remain missing in action from the Vietnam War. Travel arrangements were secured based on the City Manager’s approval. The timing was such that Council approval could not be requested prior to the trip.

T.M. Franklin Cownie (R-2), Mayor, to Cedar Rapids, IA on September 24, 2015 (\$150.65) to attend the Metro Coalition Fall Meeting. Travel arrangements were secured based on the City Manager’s approval. The timing was such that Council approval could not be requested prior to the trip.

T.M. Franklin Cownie (R-2), Mayor, to Iowa City, IA on October 13, 2015 (\$134.55) to serve as a panelist on the University of Iowa’s meeting entitled, “The Evolution of Climate Change: 25 Years and Counting.” Travel arrangements were secured based on the City Manager’s approval. The timing was such that Council approval could not be requested prior to the trip.

David Jahn (R-0), Municipal Arborist, to Tucson, AZ from December 1 – December 5, 2015 (\$3,055.00) to attend the American Society of Consulting Arborists Annual Conference. Among the topics being discussed are Climate Change, Genetics, Tree Growth and Aging, Green Infrastructure Benefits, Biological Control of Wood Decay, Drought, Insects and Other Environmental Stress Factors, Predicting the Future Using Tree Ring Research, Tree Growth and Development, and Harvesting Urban Timber.

Skip Moore (R-1), Council Member, to Denver, CO from November 16 – November 20, 2015 (\$1,840.92) to attend the 2015 Partners in Community Forestry National Conference and ACTrees Day – Transcending Time Evolving Your Mission. The conference is the largest annual urban forestry gathering of its kind. It will consist of collaboration and idea sharing geared toward helping to find new ways to strengthen your own community forest. It will also assist in learning best practices for gaining organizational sustainability in the 21st century and beyond.

Dan Ritter (R-0), Finance Director, to Philadelphia, PA from October 25 – October 30, 2015 (\$2,184.00) to attend a Fundamentals of Public Finance Seminar presented by Public Financial Management. The seminar will provide an overview of current concepts in municipal debt markets, bond proceed investments, arbitrage, and debt structuring. It will also provide an opportunity to meet with peers from around the country to discuss the capital and municipal debt markets.

Jeremy Sprague (NR-1), Detective/Senior Police Officer, to Ellicott, MD from November 11 – November 16, 2015 (\$2,297.00) to attend a course offered by the International Critical Incident Stress Foundation. The course is designed to provide participants with the latest information on critical incident stress management techniques and post-trauma syndromes.

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 October 20, 2015, is \$118,683.

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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