

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	March 7, 2016
	Agenda Item No.	29
	Roll Call No.	<u>16-0392</u>
	Communication No.	<u>16-132</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for Debora Hobbs, Terry Lewellin, Daren Long, Makenzie Patterson, Heather Redenius, Hannah Schabilion, Johnny Virden, and Steve Woody.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,845.00 (Hobbs); \$1,513.00 (Lewellin); \$2,000.90 (Long); \$4,573.00 (Patterson); \$1,952.84 (Redenius); \$4,573.00 (Schabilion); \$1,323 (Virden); \$1,805.56 (Woody)

Funding Source:

- IT152000 – Information Technology – Enterprise Applications Administration (Hobbs)
- PW240402 – Public Works – Street Maintenance (Lewellin)
- EG060073 – Engineering – Graphics (Long)
- PD226000 – Police – State Forfeited Funds (Patterson)
- HR001000 – Human Resources – Administration (Redenius)
- PD226000 – Police – State Forfeited Funds (Schabilion)
- PD225000 – Police – Federally Forfeited Funds (Woody)
- PW240402 – Public Works – Street Maintenance (Virden)

ADDITIONAL INFORMATION:

Debora Hobbs (R-0), Enterprise Application Manager, to Phoenix, AZ from May 1 – May 4, 2016 (\$1,845.00) to attend the Tyler Technologies Connect 2016 Users’ Conference. The conference offers the opportunity to get more out of our Munis solution by presenting ways to boost productivity and improve our services. The conference also provides the opportunity to network with peers from various cities across the nation and learn how they are using the Munis product.

Terry Lewellin (NR-0), Medium Equipment Operator, to Nashville, TN from May 16 – May 19, 2016 (\$1,513.00) to attend Paver Operation and Application Training on the recently purchased Voegelle Paver.

Daren Long (NR-0), Engineering Data Supervisor, to Phoenix, AZ from May 1 – May 4, 2016 (\$2,000.90) to attend the Tyler Technologies Connect 2016 Users’ Conference. The conference offers the opportunity to get more out of our Munis solution by presenting ways to boost productivity and

improve our services. The conference also provides the opportunity to network with peers from various cities across the nation and learn how they are using the Munis product.

Makenzie Patterson (NR-0), Crime Scene Investigator, to Evanston, IL from April 17 – April 30, 2016 (\$4,573.00) to attend the Crime Scene Technology II and III courses being held at Northwestern University's Center for Public Safety. The courses will provide an understanding of crime scene processing and investigation. Courses will provide instruction in many areas but include photographic evidence, bloodstain documentation, practical field reconstruction, construction of a three dimensional diagram, forensic light source evidence, latent fingerprint development and enhancement, and professional courtroom presentation and testimony.

Heather Redenius (NR-0), Human Resources Manager, to Phoenix, AZ from May 1 – May 4, 2016 (\$1,952.84) to attend the Tyler Technologies Connect 2016 Users' Conference. The conference offers the opportunity to get more out of our Munis solution by presenting ways to boost productivity and improve our services. The conference also provides the opportunity to network with peers from various cities across the nation and learn how they are using the Munis product.

Hannah Schabillon (NR-0), Crime Scene Investigator, to Evanston, IL from April 17 – April 30, 2016 (\$4,573.00) to attend the Crime Scene Technology II and III courses being held at Northwestern University's Center for Public Safety. The courses will provide an understanding of crime scene processing and investigation. Courses will provide instruction in many areas but include photographic evidence, bloodstain documentation, practical field reconstruction, construction of a three dimensional diagram, forensic light source evidence, latent fingerprint development and enhancement, and professional courtroom presentation and testimony.

Johnny Virden (R-0), Medium Equipment Operator, to Nashville, TN from May 16 – May 19, 2016 (\$1,323.00) to attend Paver Operation and Application Training on the recently purchased Voegelle Paver.

Steve Woody (NR-0), Lieutenant, to St. Louis, MO from July 22 – July 27, 2016 (\$1,805.56) to attend the FBI National Academy Associates Annual Training Conference and Exhibition. This training conference will provide 16 hours of professional training in law enforcement topics, and extensive equipment exhibit, and an opportunity to network with federal and Iowa law enforcement professionals.

The amended budget for travel and training in Fiscal Year (FY) 2016 is \$544,324. The amount expended for travel and training in FY 2016, as of March 1, 2016, is \$292,133.

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

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the first floor of City Hall, 400 Robert D. Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.