

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: June 13, 2016
	Agenda Item No. 33 Roll Call No. <u>16-0960</u> Communication No. <u>16-321</u> Submitted by: Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training requests for Jason Van Essen, Vidal Spaine, Darlene Blake, and Roger Nowadzky.

SYNOPSIS:

Recommend approval for travel and training requests listed below.

FISCAL IMPACT:

Amount: \$1,610.84 (Van Essen); \$1,975 (Spaine); \$1,975 (Blake); \$1,975 (Nowadzky)

Funding Source:

- CD041043 – Community Development – Neighborhood Planning (Van Essen)
- CM021000 – City Manager’s Office – Sister Cities Commission (Spaine)
- CM021000 – City Manager’s Office – Sister Cities Commission (Blake)
- CM021000 – City Manager’s Office – Sister Cities Commission (Nowadzky)

ADDITIONAL INFORMATION:

Jason Van Essen (NR-0), Senior City Planner, to Mobile, AL from July 27 – July 31, 2016 (\$1,610.84) to attend the National Alliance of Preservation Commission’s Conference. It will provide information to ensure that City staff is current on preservation issues and solutions. The 2018 Conference will be held in Des Moines so this will also be an opportunity to promote the City and its historic resources to those attending.

Vidal Spaine (R-0), Sister Cities Commissioner, to Stavropol, Russia from June 26 – July 3, 2016 (\$1,975) to renew the relationship between our cities, explore possible commercial trade between our cities, and sign education renewal agreements between Des Moines Public Schools and Stavropol Public Schools.

Darlene Blake (R-0), Sister Cities Commissioner, to Stavropol, Russia from June 26 – July 3, 2016 (\$1,975) to renew the relationship between our cities, explore possible commercial trade between our cities, and sign education renewal agreements between Des Moines Public Schools and Stavropol Public Schools.

Roger Nowadzky (R-0), Sister Cities Commissioner, to Stavropol, Russia from June 26 – July 3, 2016 (\$1,975.00) to renew the relationship between our cities, explore possible commercial trade

between our cities, and sign education renewal agreements between Des Moines Public Schools and Stavropol Public Schools.

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 June 7, 2016, is \$406,927.

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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