

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	August 8, 2016
	Agenda Item No.	24
	Roll Call No.	<u>16-1311</u>
	Communication No.	<u>16-450</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training request for Darell Caldwell, Jason Dix, SuAnn Donovan and Douglas Philip.

SYNOPSIS:

Recommend approval for travel and training request listed below.

FISCAL IMPACT:

Amount: \$2,401 (Caldwell); \$1,775 (Dix); \$1,250 (Donovan); \$2,220 (Philip)

Funding Source:

- PW250430 – Public Works – Solid Waste (Caldwell)
- PW245000 – Public Works – Forestry (Dix)
- CD041042 – Community Development – Neighborhood Inspections (Donovan)
- PD225000 – Police – Federal Forfeited Funds (Philip)

ADDITIONAL INFORMATION:

Darell Caldwell (R-0), Sanitation Administrator, to Indianapolis, IN from August 22 – August 25, 2016 (\$2,401) to attend the Wastecon Conference. The conference is solid waste industry-focused bringing the latest news, education, advancements and products to help achieve success in running the department.

Jason Dix (R-0), Forestry Section Chief, to Madison, WI from September 12 – September 15, 2016 (\$1,775) to attend the Tree Risk Assessment Qualification Course. The program provides an opportunity for arboriculture industry professionals to expand their knowledge through education and training in the fundamentals of tree risk assessment.

SuAnn Donovan (R-0), Neighborhood Inspection Administrator, to Baltimore, MD from September 27 – September 30, 2016 (\$1,250) to attend a conference on reclaiming vacant properties. This conference will assist staff in identifying ways to enhance our enforcement efforts.

Douglas Philip (R-0), Assistant City Attorney, to San Diego, CA from October 14 – October 18, 2016 (\$2,220) to attend the International Association of Chiefs of Police annual conference and the Legal Officers section seminar to keep current on legal issues affecting law enforcement.

The original budget for travel and training in Fiscal Year (FY) 2017 is \$524,665. The amount expended for travel and training in FY 2017, as of August 2, 2016, is \$8,257.94.

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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