

 <p style="text-align: center;"><b>Council</b> <b>Communication</b> Office of the City Manager</p>	<b>Date:</b>	September 12, 2016
	<b>Agenda Item No.</b>	<b>48</b>
	<b>Roll Call No.</b>	<b><u>16-1525</u></b>
	<b>Communication No.</b>	<b><u>16-525</u></b>
	<b>Submitted by:</b>	<b>Carl Metzger, Deputy City Manager</b>

**AGENDA HEADING:**

Submitting travel and training requests for Sone Cam, Nick Lloyd, Rodell Nydam, Jeremy Walburn, Gregg Westemeyer, Lucas Wilson, Ron Ward, Joel VanRoekel, Eric Scott, Emily Cohen, Amber Lynch, Jim Hoff, Mark Dinges, Mark Buzynski and Dave Ness.

**SYNOPSIS:**

Recommend approval for travel and training requests as listed below.

**FISCAL IMPACT:**

Amount: \$2,464.00 (Cam); \$2,869.00 (Lloyd); \$2,884.75 (Nydam); \$2,884.74 (Walburn); \$2,884.74 (Westemeyer); \$2,884.74 (Wilson); \$1,463.48 (Ward); \$1,453.48 (VanRoekel); \$2,576.31 (Scott); \$2,604.74 (Cohen); \$1,466.85 (Lynch); \$1,510.30 (Hoff); \$1,545.50 (Dinges); \$1,250.00 (Buzynski); \$1,250.00 (Ness)

Funding Source:

- PD226000 – Police – State Forfeited Funds (Cam)
- PD226000 – Police – State Forfeited Funds (Lloyd)
- HSP00015 – Police – Homeland Security Grant Program EOD 15 (Nydam)
- HSP00015 – Police – Homeland Security Grant Program EOD 15 (Walburn)
- HSP00015 – Police – Homeland Security Grant Program EOD 15 (Westemeyer)
- HSP00015 – Police – Homeland Security Grant Program EOD 15 (Wilson)
- PK200226 – Parks – Horticulture Maintenance (Ward)
- PK201276 – Parks – Urban Conservation & Environmental Education (VanRoekel)
- HI001000 – Human Rights – Administration (Scott)
- HI001000 – Human Rights – Administration (Cohen)
- CDB00116 – Community Development – CDBG Administration (Lynch)
- C034PK99 – BL085 – Municipal Building Improvements (Hoff)
- C034PK99 – BL085 – Municipal Building Improvements (Dinges)
- C034PK99 – BL085 – Municipal Building Improvements (Buzynski)
- C034PK99 – BL085 – Municipal Building Improvements (Ness)

**ADDITIONAL INFORMATION:**

**Sone Cam (NR-0), Senior Police Officer**, to Naples, FL from October 23 – October 29, 2016 (\$2,464.00) to attend a course to become certified as an “active shooter” instructor conducted and provided by the International Tactical Officers Association.

**Nick Lloyd (NR-0), Senior Police Officer**, to Naples, FL from October 23 – October 29, 2016 (\$2,869.00) to attend a course to become certified as an “active shooter” instructor conducted and provided by the International Tactical Officers Association.

**Rodell Nydam (NR-0), Sergeant**, to Tulsa, OK from October 9 – October 15, 2016 (\$2,884.74) to receive required certification for Homeland Security in explosive ordnance disruption and security conducted at Oklahoma State University.

**Jeremy Walburn (NR-0), Senior Police Officer**, to Tulsa, OK from October 9 – October 15, 2016 (\$2,884.74) to receive required certification for Homeland Security in explosive ordnance disruption and security conducted at Oklahoma State University.

**Gregg Westemeyer (NR-0), Senior Police Officer**, to Tulsa, OK from October 9 – October 15, 2016 (\$2,884.74) to receive required certification for Homeland Security in explosive ordnance disruption and security conducted at Oklahoma State University.

**Lucas Wilson (NR-0), Senior Police Officer**, to Tulsa, OK from October 9 – October 15, 2016 (\$2,884.74) to receive required certification for Homeland Security in explosive ordnance disruption and security conducted at Oklahoma State University.

**Ron Ward (R-0), Parks Manager**, to St. Louis, MO from October 4 – October 7, 2016 (\$1,463.48) to attend the National Recreation and Park Association annual conference which focuses on the latest trends in parks and recreation programs and practices.

**Joel VanRoekel (NR-0), Environmental Education Supervisor**, to St. Louis, MO from October 4 – October 7, 2016 (\$1,463.48) to attend the National Recreation and Park Association annual conference which focuses on the latest trends in parks and recreation programs and practices.

**Eric Scott (NR-0), Human Rights Specialist**, to Overland Park, KS from September 18 – September 23, 2016 (\$2,576.31) to attend Week 1 of the National Fair Housing Training Academy’s Investigator Certification.

**Emily Cohen (NR-0), Human Rights Specialist**, to Overland Park, KS from September 18 – September 23, 2016 (\$2,604.74) to attend Week 1 of the National Fair Housing Training Academy’s Investigator Certification.

**Amber Lynch (R-0), Senior Planner**, to Baltimore, MD from September 27 – September 30, 2016 (\$1,466.85) to attend the Reclaiming Vacant Properties Conference. This will help learn how to more effectively address the problem of vacant and blighted properties.

**Jim Hoff (R-0), Facility Manager**, to Salt Lake City, UT and St. Catherines, Ontario, Canada from September 26 – September 29, 2016 (\$1,510.30). There is a current project to master plan and develop program requirements for a potential new Police and IT facility. This travel will benchmark new,

similarly sized facilities to Des Moines. Tours of these facilities and meetings with owners will help to form best practice recommendations moving forward.

**Mark Dinges (R-0), Assistant City Architect**, to Salt Lake City, UT and St. Catherines, Ontario, Canada from September 26 – September 29, 2016 (\$1,545.50). There is a current project to mater plan and develop program requirements for a potential new Police and IT facility. This travel will benchmark new, similarly sized facilities to Des Moines. Tours of these facilities and meetings with owners will help to form best practice recommendations moving forward.

**Mark Buzynski (NR-0), Police Lieutenant**, to Salt Lake City, UT and St. Catherines, Ontario, Canada from September 26 – September 29, 2016 (\$1,545.50). There is a current project to mater plan and develop program requirements for a potential new Police and IT facility. This travel will benchmark new, similarly sized facilities to Des Moines. Tours of these facilities and meetings with owners will help to form best practice recommendations moving forward.

**Dave Ness (NR-0), Police Captain**, to Salt Lake City, UT and St. Catherines, Ontario, Canada from September 26 – September 29, 2016 (\$1,545.50). There is a current project to mater plan and develop program requirements for a potential new Police and IT facility. This travel will benchmark new, similarly sized facilities to Des Moines. Tours of these facilities and meetings with owners will help to form best practice recommendations moving forward.

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 September 6, 2016, is \$59,419.32.

#### **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**

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 Administration Building, 400 E. Court Avenue Ste.116. 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](mailto:cityclerk@dmgov.org).