

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	October 24, 2016
	Agenda Item No.	30
	Roll Call No.	<u>16-1827</u>
	Communication No.	<u>16-616</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training for David Jahn and Skip Moore.

SYNOPSIS:

Recommend approval for travel and training request listed below.

FISCAL IMPACT:

Amount: \$2,985 (Jahn); \$2,367 (Moore)

Funding Source:

- PW245000 – Public Works – Forestry (Jahn)
- MC180180 – Mayor and Council (Moore)

ADDITIONAL INFORMATION:

David Jahn (R-0), Municipal Arborist, to Boston, MA from November 29 – December 3, 2016 (\$2,985) to attend the American Society of Consulting Arborists annual conference. This conference offers a deeper and more extensive array of topics from other arborist educational programs.

Skip Moore (R-0), Council Member, to Pittsburgh, PA from November 16 – November 19, 2016 (\$2,367) to attend the National League of Cities City Summit conference. This conference offers exceptional educational and networking opportunities to increase the effectiveness of local leaders.

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 October 18, 2016, is \$124,108.04.

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.