

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	January 23, 2017
	Agenda Item No.	22
	Roll Call No.	<u>17-0109</u>
	Communication No.	<u>17-045</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training for Carrie Kruse and Darrell Caldwell.

SYNOPSIS:

Recommend approval for travel and training request listed below.

FISCAL IMPACT:

Amount: \$2,709.88 (Kruse); \$2,791.35 (Caldwell)

Funding Source:

- CM022000 – City Manager’s Office – Economic Development (Kruse)
- PW250430 – Public Works – Solid Waste (Caldwell)

ADDITIONAL INFORMATION:

Carrie Kruse (NR-2), Economic Development Coordinator, to Minneapolis, MN from June 4 –June 9, 2017 (\$2,709.88) to attend the Economic Development Finance course offered through the National Development Council. This rigorous and comprehensive training series is designed solely for economic development practitioners and will help learn the tools and techniques of the trade to build the capacity needed to successfully translate economic development opportunities into results for the City of Des Moines.

Darrell Caldwell, (R-1), Sanitation Administrator, to Los Angeles, CA from January 22 – January 27, 2017 (\$2,791.35) to attend the US Composting Council 25th Annual Conference. This will allow the City of Des Moines to have a representative at the conference for the first time. The conference promotes peer to peer exchange on common problems and solutions, providing sound strategies and effective tools to address the City’s issues in an innovative way with opportunities for networking and establishing rapport.

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 January 17, 2017, is \$226,114.29.

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.