

 Council Communication Office of the City Manager	Date:	October 23, 2017
	Agenda Item No.	30
	Roll Call No.	<u>17-1830</u>
	Communication No.	<u>17-762</u>
	Submitted by:	Carl Metzger, Deputy City Manager

AGENDA HEADING:

Submitting travel and training for Derrick Brent, T.M. Franklin Cownie and Darlene Blake.

SYNOPSIS:

Recommend approval for travel and training request listed below.

FISCAL IMPACT:

Amount: \$1,250 (Brent); \$0 (Cownie); \$1,557 (Blake)

Funding Source:

- PD222377 – Police Department – E911 (Brent)
- MC180180 – Mayor & Council (Cownie)
- CM021000 – City Manager’s Office – Sister City Commission (Blake)

ADDITIONAL INFORMATION:

Derrick Brent (NR-0), Public Safety Mobile Data Specialist, to Huntsville, AL, from November 5 – November 8, 2017 (\$1,250) to attend the Hexagon Public Safety Users’ Group Conference. Hexagon is the vendor for the Police and Fire CAD system and the City is in the process of a \$600,000 upgrade to be completed in 2018. This conference will allow networking with other public safety users and will also provide presentations to learn new functionality as well as discuss utilizing the software suite.

T. M. Franklin Cownie (R-4) Mayor, to Saint Paul, MN on October 11, 2017 to participate and speak at the Energy Innovation Celebration: Solutions from the Ground Up. Travel arrangements were secured based on the City’s travel policy. City Council is being asked to affirm approval at this City Council meeting. The timing was such that the arrangements could not be completed before the last Council meeting. The meeting sponsor covered all travel costs.

Darlene Blake (R-0) Sister Cities Commission Chair Person, to Annapolis, MD from October 30 – November 3, 2017 to attend the Sister Cities International Fall Leadership Meeting. As a newly appointed state representative for the State of Iowa to Sister Cities International, Ms. Blake is required to attend formal training, which is provided at this meeting.

The budget for travel and training in Fiscal Year (FY) 2018 is \$514,360. The amount expended for travel and training in FY 2018, as of October 17, 2017, is \$148,208.12.

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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