



Agenda Item:

030

## COUNCIL COMMUNICATION City Manager's Office

### GENERAL INFORMATION

Agenda Date: 02/09/04

Communication

No.: 04-040

Agenda Item Type: Resolution

Roll Call No.:

Submitted by: Eric A. Anderson, City Manager

### SUBJECT—

Out-of-State Travel

### SYNOPSIS—

**Tim Luloff, (0-NR), Emergency Medical Services (EMS) Assistant Coordinator**, to Las Vegas, Nevada, from April 23, 2004 to April 28, 2004, to attend the Fire-Rescue Med 2004 Conference. Courses are directed at all levels of the fire and emergency service, and targets management, leadership, and administration issues, as well as providing lessons learned from real incidents.

### FISCAL IMPACT—

Cost of travel is \$1,557.90. Funding for this trip is provided for in the 2003-2004 Operating Budget under Index Code FIR970002, page 11-14.

The amount budgeted for travel in Fiscal Year (FY) 2004 is \$489,783. The amount expended for travel in FY2004 as of February 4, 2004 is \$221,854.

### RECOMMENDATION—

Approval

**BACKGROUND—**

On January 20, 1992, by Roll Call No. 92-214, the City Council approved a revision to the policy for travel authorization requests. Such revision requires trips that exceed three days and \$1,250 cost to be approved by the Council. The number in parenthesis indicates the total number of trips previously authorized for that individual for the current budget year; R represents resident and NR represents non-resident.