



Agenda Item:

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COUNCIL COMMUNICATION City Manager's Office

GENERAL INFORMATION

Agenda Date: 08/23/04
04-406

Communication No.:

Agenda Item Type: Resolution

Roll Call No.:

Submitted by: Eric A. Anderson, City Manager

SUBJECT—

Out-of-State Travel

SYNOPSIS—

Tom Vlassis, (0-R), City Council Member, to Tucson, Arizona, from September 29, 2004 to October 4, 2004, to attend the National League of Cities' Community and Economic Development (CED) Steering Committee Meeting. Mr. Vlassis is the City's representative for the National League of Cities.

Michael Armstrong, (0-R), Chief Information Officer, to San Diego, California, from September 12-17, 2004, to attend the annual conference of Metropolitan Information Exchange (MIX). This organization of senior technology executives represents medium and large city and county governments. The conference will focus on topics of concern to local governments. Attendance at the annual conference is required to maintain membership.

Allan Tunks, (0-NR), Police Sergeant, to Plano, Texas, from September 12, 2004 to September 17, 2004, to attend an Ethics Train the Trainer program sponsored by The Center for American and International Law in order to obtain certification to instruct ethics training for police officers. *Mr. Tunks had previously been approved for this travel on March 8, 2004, but was unable to attend at that time due to scheduling conflicts.*

Donald Tripp, (0-R), Park and Recreation Director, to Reno, Nevada, from October 12, 2004 to October 15, 2004, to attend the National Recreation and Park Association (NRPA) Annual

Conference. Educational sessions will include outdoor recreation, park maintenance, management, and programming.

Donald McLaughlin, (0-R), Park Development Manager, to Reno, Nevada, from October 11, 2004 to October 15, 2004, to attend the NRPA Annual Conference. Educational sessions will include outdoor recreation, park maintenance, management, and programming.

Doug Romig, (1-R), Park Services Manager, to Reno, Nevada, from October 12, 2004 to October 16, 2004, to attend the NRPA Annual Conference. Educational sessions will include outdoor recreation, park maintenance, management, and programming.

Kenneth Danley, (0-R), District Fire Chief, to San Diego, California, from September 21, 2004 to September 24, 2004, to attend the user and training conference for FireView software which the City has purchased from Omega Group. The conference will also allow for networking with other users of this software to see how they are utilizing GIS and Omega resources.

Doug Romig, (0-R), Park Services Manager, to Orlando, Florida, from July 16, 2004 to July 21, 2004, to attend the 2004 U.S. Youth National Soccer Championships and to view their operations in preparation for hosting with the ISA and CVB the 2006 and 2007 U.S. Youth National Championships at the James W. Cownie Soccer Park. *Mr. Romig had originally been approved for travel from July 20-23, 2004 at an estimated cost of \$856. As the event came closer, Mr. Romig was contacted by staff from the US Youth Soccer National Office requesting that he arrive earlier to meet with members of the Board and also attend the players' luncheon. Mr. Romig adjusted the dates on his original travel request prior to departure, but neglected to calculate the additional expenses.*

FISCAL IMPACT—

Cost of travel is \$1,240; \$1,300; \$2,000; \$1,307; \$1,250; \$1,307; \$1,526; \$1,580, respectively. Funding for these trips is provided for in the 2004-2005 Operating Budget under Index Code MCC010000, page 86; Index Code IFT010000, page 76; Index Code POL982200, page 301; Index Code HRS980100, page 301 (Tripp/McLaughlin/Romig); Index Code FIR011000, page 57; and Index Code HRS980100, page 301.

The amount budgeted for travel in Fiscal Year (FY) 2005 is \$447,263. The amount expended for travel in FY2005 as of August 18, 2004 is \$13,389. This amount is lower than previously reported (\$20,112 as of August 2, 2004), due to the reversal of old year accruals. Fiscal year 2004 expenditures, which were reported in earlier numbers but paid in 2005, have now been transferred to the 2004 fiscal year.

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 parentheses indicates the total number of trips previously authorized for that individual for the current budget year; R represents resident and NR represents non-resident.