



LEGISLATIVE MEMORANDUM

TO:	Honorable Mayor and Members of the City Council
FROM:	Suzanne Sherman, City Manager
THRU:	Mariano Augello, Chief of Police
DATE:	April 4, 2024
RE:	Consideration of travel and training for specified City employees (Police Department).

SUMMARY:

The Police Department would like for Council to acknowledge and approve travel as noted below:

Per Admin Code G.20.4 "Travel for City Business Restriction", if travel that does not result in the City expending any funds or that shall be reimbursed by the employee may be approved by the appropriate Deputy City Manager or the City Manager and then placed on the next regular City Council Meeting. Therefore, the Police Department sent the request to the City Manager and was approved in writing on March 4, 2024 and is now requesting acknowledgement and approval by Council for the following employees for travel:

SIU Agent Carlos Sanchez and SIU Agent Tony Williams will be traveling to Atlanta, GA March 31 – April 4, 2024, to attend the RX and Illicit Drug Summit. The training will be held approximately 513 miles away. The Registration Cost is estimated at \$0.00, the Lodging Cost is estimated at \$0.00, the Airline/Baggage Cost is estimated at \$880.00, The Transportation/Parking Cost for Airport is estimated at \$100.00, and the per diem is estimated at \$408.00. The approximate cost is estimated at \$1,388.00. These costs will be paid from the Investigations Account and all expenses will be reimbursed by the Brevard Prevention Coalition.

The following travel requests will be travel that was included on the master spreadsheet of FY24 travel that was approved by City Council September 2023, but did not include Travel cost. Therefore, the Police Department would like for Council to acknowledge and approve travel as noted below:

Deputy Chief Lance Fisher will be traveling to San Antonio, TX April 27, 2023- May 2, 2024, to attend the FBI-LEEDA Conference. This conference focuses on the evolution of crime to adopt

best practices and advancements in the industry. This conference will be a vital networking tool to build connections with other leaders and law enforcement departments. This training will be held approximately 1,231 miles away. The Registration Cost is estimated at \$500.00 the Lodging Cost is estimated at \$978.25, the Airline/Luggage Cost is estimated at \$660.00, the Transportation Cost is estimated at \$120.00, and the Per Diem is estimated at \$168.00 with an approximate total of \$2,426.25. This will be paid out of the Executive Division Account (5010).

REQUESTING DEPARTMENTS:

Police

FISCAL IMPACT:

The total cost of travel for FY23-24 is estimated at \$2,962.44; and is available in 001-5010-521-4001 (\$1,926.25); 001-5010-521-5501 (\$500); and 001-5013-521-4001 (\$536.19).

STAFF RECOMMENDATION:

Motion to acknowledge and approve travel as mentioned above.