



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701

Department of Fire and Emergency Services

10 Main Street

605-394-4180

Fax: 605-394-6754

LF073102-04

July 24, 2002

TO: Maggie Paul, Legal Assistant
FROM: Frankie Hofer *fh*
RE: Legal and Finance Agenda Item

Request for approval for Jimmy Massey and Shawn Barrows to attend classes for Intermediate SAFT/Recert.—20 hours (ARFF) in Helena, MT, September 23-25, 2002. Requesting at this time in order to make early registration. Airport Budget will be making registration, and Fire Dept Budget will do remainder of expenses.

If you have any questions, please contact me. Thank you.

CITY OF RAPID CITY
TRAVEL REQUEST

2079 - Airport

Person requesting travel Jimmy Massey

Department 0202 - FIRE

I hereby request permission to travel on the following purpose: (Give specific nature of business and interest of the City to justify cost involved.)

to attend classes for Intermediate SAFT/Recert. - 20 hours (ARFF)

List all other City employees, if any, making the trip for the same purpose: Shawn Barrows

Place of meeting or destination Helena, MT

Date of meeting Sept 24-25, 2002

Date trip to begin Sept 23, 2002

Date trip will end Sept 26, 2002

Method of transportation requested Dept Vehicle

Estimated transportation cost

\$ 150.00

Meals

264.00

Lodging 3 days

205.92

Other costs - description Registration x 2

1300.00

Total estimated cost of trip

\$ 1919.92

Signed

Jimmy Massey
(person requesting travel)

Date

Gary Shepherd
(Department Head)

Date

7-24-02

When the cost of the trip will exceed \$500, per employee, this section must be signed.

In accordance with the provisions of Rapid City ordinances and travel regulations, consent is hereby given for travel as requested in the foregoing application. Maximum cost of trip authorized is \$ _____

Approved: _____

Date _____

Mayor

When the cost of the trip will exceed \$1,500, per employee, Council approval is required.

Approved by Common Council on _____

(Date)

White copy - Mayor

Yellow copy - Finance

Gold copy - Department copy

ANNOUNCING OUR 2002 ARFF TRAINING CLASSES



Helena Regional Airport
 2850 Skyway Drive, Helena, Montana 59602
 Phone: (406) 449-FIRE (3473) FAX: (406) 449-2340

REGISTRATION

(Please Print)

Student Name(s) JIMMY MASSEY / ~~NICK LINDSLEY~~ / SHAWN BARROWS
 Contact Name RANDY REARICK
 Organization RAPID CITY DEPT. OF FIRE & EMERGENCY SERVICES
 Address 4550 TERMINAL RD., SUITE #102 City RAPID CITY State SD Zip 57703
 Phone (605) 394-4185 FAX: (605) 394-6190

Please check training you plan to attend. Indicate (1) - first choice or (2) - second choice.

ARFF Recertification - 10 hr. - \$450/student

_____ May 7, 2002 # of students _____
 _____ May 17, 2002 # of students _____
 _____ June 25, 2002 # of students _____
 _____ July 25, 2002 # of students _____

ARFF Basic Training - 40 hr. - \$795/student

_____ April 22-25, 2002 # of students _____
 _____ May 20-23, 2002 # of students _____
 _____ Sept. 16-19, 2002 # of students _____
 _____ Oct. 14-17, 2002 # of students _____

**SAFT/Spill Fire Recert - 20 hr. - \$575/student

_____ June 12-13, 2002 # of students _____
 _____ Oct. 3-4, 2002 # of students _____

**Intermediate SAFT/Recert-20 hr.-\$650/student

_____ April 15-16, 2002 # of students _____
 _____ June 3-4, 2002 # of students _____
 _____ July 9-10, 2002 # of students _____
 (1) _____ Sept. 24-25, 2002 # of students 3 (2)

**SAFT Training - 10 hr. - \$375/student

**ARFF Recertification - 10 hr. - \$450/student

**Intermediate Recert - 10 hr. - \$450/student

**Intermediate SAFT - 10 hr. - \$375/student

**Students may attend the SAFT or ARFF Recertification 10-hour section of these classes at the single class rate. SAFT training takes place on the first day of the combination classes.

NOTE: Special scheduling arrangements can be made for groups of eight or more from one sponsoring agency.