

**OFFICE OF THE CITY MANAGER  
DES MOINES, IOWA**

**CITY COUNCIL COMMUNICATION 96-345  
AUGUST 19, 1996 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
OUT-OF-STATE TRAVEL	◆ RESOLUTION ORDINANCE RECEIVE/FILE	MARTIN K. FREDERICKSON FINANCE DIRECTOR

**SYNOPSIS —**

Susan A. Low, (0-R), Assistant City Attorney, to Palm Beach, Florida, from September 7, 1996 to September 11, 1996, to attend a conference sponsored by the National Association of Telecommunications Officers and Advisors. As the cable/telephony field is constantly changing, training is necessary to keep apprised of ways that may assist the City in recouping costs. Attendance at cable-related conferences in the past has paid for itself many times over. Cost of travel is \$1,850.

William H. Moulder, (0-R), Chief of Police, to Phoenix, Arizona, from October 25, 1996 to October 31, 1996, to attend the annual conference of the International Association of Chiefs of Police. Cost of travel is \$1,534.

Frank Cooley, (0-R), EMS Coordinator, to Vancouver, British Columbia, from August 21, 1996 to August 26, 1996, to attend a training seminar sponsored by Westech to set up pen-based patient documentation, billing, and Iowa statistical gathering requirements. EMS training grant money will be used to pay for the travel; cost of travel is \$1,276.82.

**FISCAL IMPACT —**

Funding for these trips is provided for in the 1996-97 Operating Budget under Code 06-02-01-02, page 249, Code 06-04-06, page 311, and Code 01-04, page 72, respectively.

The total expended on City travel from July 1, 1996 through August 14, 1996 is \$48,602.28; the total amount budgeted for City travel is \$546,712.

**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 which 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 N/R represents non-resident.