

OFFICE OF THE CITY MANAGER
DES MOINES, IOWA

ITEM 52

CITY COUNCIL COMMUNICATION 97-087
FEBRUARY 24, 1997 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
OUT-OF-STATE TRAVEL	◆ RESOLUTION ORDINANCE RECEIVE/FILE	MARK DURHAM ACTING FINANCE DIRECTOR

SYNOPSIS —

David Knutzen, (0-N/R), Fire Inspector, to Denver, Colorado, from March 1, 1997 to March 8, 1997, to attend the Colorado Chapter of the International Conference of Building Officials (ICBO). Topics include: Blueprint Reading, Smoke Control and Exhaust Systems, High-Piled Combustible Storage, Customer Service in Fire Prevention, and Fire Alarm Systems Inspection & Testing. Cost of travel is \$1,265, which will be reimbursed by the Independent Insurance Agents.

FISCAL IMPACT —

Funding for this trip is provided for in the 1996-97 Operating Budget under Code 01-03-03, page 65.

The total expended on City travel from July 1, 1996 through February 19, 1997 is \$163,186.68; the total amount budgeted for City travel is \$368,135.

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.