

City Council Communication 97-568

December 8, 1997 Agenda

Subject:

Out-of-State Travel

Submitted by:

Kevin Riper

Finance Director

Synopsis —

William Davis, (1-R), Sue Luthens (1-R), and LaVerne Williams (1-R), Des Moines Public Housing Board Members, to Hilton Head Island, South Carolina, from January 23, 1998 to January 27, 1998, to attend conference sponsored by the Public Housing Authorities Directors Association. This conference will provide creative ideas for housing authorities to operate in the changing environment of public and assisted housing.

Mark Godwin, (0-R), City Solicitor, to San Diego, California, from January 14, 1998 to January 21, 1998, to attend program sponsored by the Defense Research Institute, Inc. This program will provide information on recent developments in civil rights and governmental tort litigation, and suggestions on reducing claims and preventing incidents which give rise to them.

Fiscal Impact —

Cost of travel is \$4,695 and \$1,375, respectively. Funding for these trips is provided for in the 1997-98 Operating Budget under Index Code 867028, page 299, and Index Code 015115, page 317, respectively.

The total expended on City travel from July 1, 1997 through December 3, 1997, is \$146,648.12; the total amount budgeted for City travel is approximately \$370,000.

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.