



**CITY COUNCIL  
COMMUNICATION:**

**ITEM \_\_\_\_\_**

**98-178**

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

**AGENDA:**  
MAY 4, 1998

**SYNOPSIS —**

**SUBJECT:**  
OUT-OF-STATE  
TRAVEL

**Eric A. Anderson, (5-R), City Manager**, to Washington, DC, from June 2, 1998, to June 3, 1998, to attend the Greater Des Moines Chamber of Commerce Federation’s annual legislative trip to meet with Iowa’s congressional delegation, administration officials, government agencies, visit foreign embassies, and network with other Central Iowa business professionals.

**TYPE:**  
**RESOLUTION**  
ORDINANCE  
RECEIVE/FILE

**Russell Underwood, (0-NR), Police Captain**, to Boston, Massachusetts, from May 31, 1998, to June 18, 1998, to attend a program sponsored by the Senior Management Institute for Police (SMIP). The SMIP brings together leading thinkers in corporate and public management to provide intensive training in the best available management theory and practice, innovative solutions to organization problems, and discussion of important issues in managing public service organization effectively. The program’s goal is to give police managers the same quality of management education available to leaders in other public and private sector endeavors.

**SUBMITTED BY:**  
KEVIN RIPER  
FINANCE  
DIRECTOR

**Matthew Rosen, (2-NR), Horticulture Manager**, to Philadelphia, Pennsylvania, from June 16, 1998, to June 22, 1998, to attend the annual meeting of the American Association of Botanical Gardens and Arboreta. The meeting will feature a dynamic educational program, tours to noteworthy gardens and other types of horticultural facilities, and the opportunity to exchange ideas with leading botanical garden professionals from across the United States and Canada.

**Lyle Schwery, (0-NR), Homeless Assistance Coordinator**, to Miami, Florida, from June 3, 1998, to June 6, 1998, to attend the National Community Development Association’s Annual Conference. The Conference includes refresher courses on Home Investments Partnership Act (HOME) and Community Development Block Grant (CDBG) programs; a professional development session designed to enhance administration and

management capabilities; and a review of creative community, economic development, housing and homeless projects including roundtable discussion and briefings on technology and federal funding trends.

#### **FISCAL IMPACT –**

Cost of travel is \$1,470, \$5,101.49, \$1,700, and \$1,484.75, respectively. Funding for these trips is provided for in the 1997-98 Operating Budget under Index Code 010710, page 72; Index Code 107870, page 542; Index Code 105072, page 542; and the 1998-99 Operating Budget under Index Code 270025, page CD-29, respectively.

The total expended on City travel from July 1, 1997 through April 29, 1998, is \$249,509.32; 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 NR represents non-resident.