



**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

98-282

SYNOPSIS –

AGENDA:
JULY 13, 1998

SUBJECT:
OUT-OF-STATE
TRAVEL

TYPE:
**RESOLUTION
ORDINANCE
RECEIVE/FILE**

SUBMITTED BY:
KEVIN RIPER
FINANCE
DIRECTOR

Donald McLaughlin, (0-R), Park and Recreation Business Manager, to Miami Beach, Florida, from September 22, 1998 to September 27, 1998, to attend the National Park and Recreation Association Conference. Mr. McLaughlin will be a speaker at one of the conference sessions. Participants will learn new ideas they will be able to take back to their respective communities.

Kirk Haines, (0-R), Park and Recreation Development Manager, to Miami Beach, Florida, from September 21, 1998 to September 26, 1998, to attend the National Park and Recreation Association Conference. Participants will learn new ideas they will be able to take back to their respective communities.

Robert Davis, (0-R), Wastewater Reclamation Facility Administrator, to Orlando, Florida, from October 2, 1998 to October 8, 1998, to attend a conference sponsored by the Water Environment Federation. Topics include governmental affairs and federal regulations, benchmarking, re-engineering, competitiveness, public employee quality efforts, control systems, plant equipment for construction upgrades, process control and technology improvements, management strategies, and training programs.

Douglas Philip, (0-R), Police Legal Advisor, to Salt Lake City, Utah, from October 16, 1998 to October 20, 1998, to attend the annual conference of the International Association of Chiefs of Police (IACP), Legal Officers Section.

Bruce Elrod, (0-NR), Police Sergeant, to San Antonio, Texas, from August 29, 1998 to September 4, 1998, to attend annual training conference sponsored by the National Information Officers Association.

Bobbi Wojewoda, (0-NR), Neighborhood Area Resource

Officer, to Chicago, Illinois, from August 8, 1998 to August 15, 1998, to attend “ Beyond the Rhetoric/Facing the Challenges of Community Policing” school sponsored by the Chicago Police Department. The school will help participants recognize and understand the obstacles to change and learn new ideas and strategies for overcoming those obstacles. This training will help explore the future of community policing. Workshops throughout the day will focus on proactive solutions for neighborhood problems and working with the community.

Pam Lewis, (0-NR), Housing Services Applications Specialist, to Chicago, Illinois, from July 19, 1998 to July 22, 1998, to attend a training session sponsored by Nan McKay and Associates, Inc. Included will be an overview of the Section 8 housing program with key U.S. Department of Housing and Urban Development definitions and factors in determining eligibility to include subsidy standards, income limits, wait list management, admission preferences, evaluating final eligibility, family obligations, reviews/hearings, and process of determining final eligibility.

Jean Bodenstedt, Eva Tindrell, and LaVerne Williams, Housing Services Board Members, to San Antonio, Texas, from October 24, 1998 to October 29, 1998, to attend meeting sponsored by the National Association of Housing and Redevelopment Officials to be better informed, more involved, and highly educated on how to operate more effectively in the ever-changing environment of welfare reform, housing reform, and U.S. Department of Housing and Urban Development’ s reorganization.

Michael Armstrong, (0-R), Information Technology Director, to Edmonton, Alberta, Canada, from August 23, 1998 to August 28, 1998, to attend the Metropolitan Information Exchange (MIX) Annual Conference. Attendance at this conference will provide the opportunity to learn and share industry-wide technical information and ideas with other information technology professionals.

FISCAL IMPACT –

Cost of travel is \$1,412, \$1,450, \$1,632.71, \$1,255, \$1,359.60, \$1,309.32, \$1,342, \$1,980, \$1,980, \$1,980, and \$1,360.10, respectively. Funding for these trips is provided for in the

1998-99 Operating Budget under Index Code 019919, page N-22; Index Code 060210, page PR-26; Index Code 055061, page E-43; Index Code 019919, page N-22; Index Code 019919, page N-22; Index Code 019919, page N-22; Index Code 867622, page HS-11; Index Code 867028, page HS-6; Index Code 867028, page HS-6; Index Code 867028, page HS-6; and Index Code 111062, page IT-5, respectively.

The total expended on City travel from July 1, 1998 through July 8, 1998 is \$3,316.29; 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.