



**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

98-318

SYNOPSIS –

AGENDA:
AUGUST 3, 1998

SUBJECT:
OUT-OF-STATE
TRAVEL

TYPE:
**RESOLUTION
ORDINANCE
RECEIVE/FILE**

SUBMITTED BY:
KEVIN RIPER
FINANCE
DIRECTOR

Harold Smith, (0-R), City Engineer; to Orlando, Florida, from October 3, 1998 to October 7, 1998, to attend the Water Environment Federation International Congress, which is a showplace of exhibitors and technical sessions on timely topics, programs, federal regulations, and management and administrative symposiums. Mr. Smith will be attending as Director of the Operating Agency for the Des Moines Regional Wastewater Reclamation Authority.

Eric Nevins, (0-R), Police Radio Services Supervisor, to Aurora, Colorado, from September 14, 1998 to September 16, 1998, for training at SoftWright, LLC. Benefits from the training will provide radio frequency engineering instruction on how to design paging, land mobile, cellular, Supervisory Control and Data Acquisition (SCADA), microwave, and FM/TV broadcast transmitting facilities. This training will provide increased knowledge and expertise in solving the problems that arise with the City’ s radio system.

FISCAL IMPACT –

Cost of travel is \$1,500 and \$1,922, respectively. Funding for these trips is provided for in the 1998-99 Operating Budget under Index Code 056069, page E3; and Index Code 019919, page N22.

The total expended on City travel from July 1, 1998 through August 29, 1998, is \$22,519.69; 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.