

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

98-505

SYNOPSIS -

AGENDA:

International carriers such as United Parcel Service (UPS) are required by international customs treaties to file documentation with international shipments. To facilitate such shipments, the City is often requested by its carriers to execute a Customs Power of Attorney form, authorizing the carrier to make, endorse, sign, declare, or swear to such documentation on behalf of the City.

NOVEMBER 2, 1998

SUBJECT:

AUTHORIZING
EXECUTION OF
CUSTOMS POWER OF
ATTORNEY FORMS

FISCAL IMPACT -

TYPE:

None. All costs will be incurred with each individual shipment.

**RESOLUTION
ORDINANCE
RECEIVE AND FILE**

RECOMMENDATION -

Authorize the City Manager to execute Customs Power of Attorney forms on behalf of the City of Des Moines for the limited purpose of facilitating international shipments.

SUBMITTED BY:

HAROLD E. SMITH, P.E.
CITY ENGINEER

BACKGROUND -

On occasion, the City of Des Moines has a need to ship various items including documents, plans, equipment, etc., to vendors and companies outside the United States. To complete such shipments for the City of Des Moines, the international carriers, such as UPS, are required by international customs treaties to file documentation on behalf of the City.

To facilitate such shipments, the City is required by its carriers to execute a Customs Power of Attorney form,

authorizing the carrier to make, endorse, sign, declare, or swear to such documentation on behalf of the City. Failure to authorize this Customs Power of Attorney will prohibit the City from shipping items outside the United States utilizing these carriers.

The Legal Department has issued an opinion that it would be in the best interest of the City of Des Moines to authorize the City Manager to execute the necessary Customs Power of Attorney forms.