



**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

98-509

SYNOPSIS -

AGENDA:
NOVEMBER 16, 1998

Mark J. Buzynski, (0-R), Police Sergeant, to St. Louis, Missouri, from December 6, 1998 to December 18, 1998, to attend Drug Enforcement Training sponsored by the Drug Enforcement Administration. He will receive instruction on building proper drug cases, drug testing procedures, case law on search and seizure, and identification of illegal and prescribed drugs. This training will be used to enhance work related to drug activity in our city.

SUBJECT:

**OUT-OF-STATE
TRAVEL**

Michael Westlake, (0-R), Police Officer, to St. Louis, Missouri, from December 6, 1998 to December 18, 1998, to attend Drug Enforcement Training sponsored by the Drug Enforcement Administration. He will receive instruction on building proper drug cases, drug testing procedures, case law on search and seizure, and identification of illegal and prescribed drugs. This training will be used to enhance work related to drug activity in our city.

TYPE:

**RESOLUTION
ORDINANCE
RECEIVE/FILE**

Pamela McAdams, (0-R), Management Analyst, and Mary Neiderbach, (0-R) Planner, to Portland, Oregon, from November 18, 1998 to November 20, 1998, to attend a series of meetings and presentations by representatives of the Oregon Legislature and Farm Bureau as well as the City of Portland's planning officials and elected officials. These meetings will address how the City of Portland has dealt with growth management issues (i.e.; annexation and condemnation).

SUBMITTED BY:

**KEVIN RIPER
FINANCE
DIRECTOR**

FISCAL IMPACT -

Cost of travel is \$1,417, \$1316.92, and \$3,042 respectively. Funding is provided for in the 1998-99 Operating Budget under Index Code 107870, page N23, 107870, page N23, and 019919, page N22.

The total expended on City travel from July 1, 1998 through November 4, 1998, is \$106,631.31; 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 that 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.