

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

99-064

SYNOPSIS -

AGENDA:

FEBRUARY 22, 1999

Michael Armstrong (0-R), Information Technology Director, to Atlanta, Georgia, from April 11, 1999 to April 15, 1999 to attend the Y2K Contingency Planning and Emergency Management for Municipalities and Local Government workshop sponsored by the International Quality and Productivity Center.

SUBJECT:

OUT-OF-STATE
TRAVEL

Ronald Wakeham, (0-R), Fire Chief, to Atlanta, Georgia, from April 11, 1999 to April 15, 1999 to attend the Y2K Contingency Planning and Emergency Management for Municipalities and Local Government workshop sponsored by the International Quality and Productivity Center.

TYPE:

**RESOLUTION
ORDINANCE
RECEIVE/FILE**

Debra Richardson, (0-NR) Police Sergeant, to Boston, Massachusetts, from May 2, 1999 to May 15, 1999 to attend Anacapada Training Sciences. This training course provides skills essential for the analysis of intelligence relating to a wide range of complex criminal activity.

SUBMITTED BY:

KEVIN RIPER
FINANCE DIRECTOR

FISCAL IMPACT -

Cost of travel is \$3,939, \$3,939 and \$3,736.47 respectively. Funding for this trip is provided for in the 1998-99 Operating Budget under Index Code FIN820400 (019919), page N-22; Index Code FIN820400 (019919), page N-22; and Index Code POL982200 (123372), page N-24.

The total expended on City travel from July 1, 1998 through January 25, 1999, is \$187,124.19; 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.