

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

99-094

SYNOPSIS -

AGENDA:

MARCH 15, 1999

SUBJECT:

OUT-OF-STATE
TRAVEL

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

SUBMITTED BY:

KEVIN RIPER
FINANCE
DIRECTOR

Carl Wycoff (0-NR), Police Identification Technician, to Evanston, Illinois, from April 25, 1999 to April 30, 1999 to attend the Institute of Applied Forensic Science at Northwestern University. This training would provide the newly-hired forensic investigator 40 hours of hands on application of development and enhancement techniques for physical evidence.

Rick Moody, (0-NR), Deputy Fire Marshall, to Baltimore, Maryland, from May 15, 1999 to May 20, 1999 to attend the National Fire Protection Association World Fire Safety Congress and Exposition.

Bryan Hansen, (0-R), Fire Fighter, Mark Goldsberry, (0-NR), Fire Fighter, Rick Zimmerman, (1-NR), Lieutenant, and Dwayne Vos, (0-R), Fire Fighter to Pueblo, Colorado, from April 17, 1999 to April 25, 1999 to attend a Tank Car Specialist Course focusing on railroad tank car design, construction, valve repair, damage assessment and derailment response.

FISCAL IMPACT -

Cost of travel is \$1,530, \$1,603, and \$7,544 respectively. Funding for this trip is provided for in the 1998-99 Operating Budget under Index Code HRS980100 (019919), page N-22; Index Code HRS980100 (019919), page N-22 ; and Index Code FIR040100 (031112), page FR-16.

The total expended on City travel from July 1, 1998 through March 15, 1999 is \$196,974.50; 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.