



**CITY COUNCIL  
COMMUNICATION:**

**ITEM \_\_\_\_\_**

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

**99-329**

**SYNOPSIS -**

**AGENDA:**

**JULY 26, 1999**

**SUBJECT:**

**OUT-OF-STATE  
TRAVEL**

**TYPE:**

**RESOLUTION  
ORDINANCE  
RECEIVE/FILE**

**SUBMITTED BY:**

**KEVIN RIPER  
FINANCE  
DIRECTOR**

**Robert Davis, (0-R), WRF Administrator**, to New Orleans, Louisiana, from October 9 to October 13, 1999, to attend the annual National Meeting of Water Pollution Control Officials. As Government Affairs Chairman for Iowa, Mr. Davis will work with Environmental Protection Agency (EPA) officials and Water Environment Federation (WEF) for national legislation and rule making. Training sessions on innovative processes and control philosophies in wastewater treatment, utility management, public relations, and successful cost cutting measures.

**James Grant, (0-R), Community Development Director**, to Philadelphia, Pennsylvania, from September 30 to October 7, 1999, to attend the International Downtown Association's annual conference. Mr. Grant will attend this conference with several members of the Downtown Partnership. The main focus of the conference is on creating a diversified economic base and developing, managing, and promoting city centers as the vital hub of regions and as centers of employment for residents. The trip may be extended if the group drives rather than flies in order to view other cities.

**Semsudin James Jasarovic, (0-R), Client Server Application Developer**, to Westchester, Illinois, from August 1 to August 13, 1999, to attend PeopleSoft training for PeopleTools 1 and 2.

**Eric Moorman, (0-NR), Senior Police Officer, and Kristen Tuttle, (0-R), CAD Graphic Technician**, to Iowa City, Iowa, from August 1 to August 6, 1999, to attend the Introduction to Workstation ARC/INFO Using ArcTools sponsored by the Environmental Systems Research Institute, Inc. (ESRI). This course provides the conceptual overview and hands-on experience needed to understand GIS software and to perform GIS tasks using ARC/INFO software.

**Tom Vlassis, (0-R), City Council Member**, to Tucson,

Arizona, from September 22 to September 26, 1999, to attend the National League of Cities Steering Committee meeting. Approval is also requested for a rental car which equates to costs for ground transportation to and from airport and local restaurants.

#### **FISCAL IMPACT -**

Cost of travel is \$1,812, \$1,950, \$2,014, \$5,430, and \$1,320 respectively. Funding for these trips is provided for in the 1998-99 Operating Budget under Index Code ENG070101, page 7-62; Index Code CDD010100, page 6-18; Index Code HRS7880100, page 17-23 (Jasarovic, Moorman, and Tuttle); and Index Code MCC010000, page 16-6.

The total expended on City travel from July 1, 1999 through July 26, 1999, is \$307; 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.