

**CITY COUNCIL  
COMMUNICATION:**

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

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

**99-348**

**SYNOPSIS -**

**AGENDA:**

AUGUST 16, 1999

**Jeff Dier, (0-R), Zoo Attendant,** to Portland, Oregon, from September 12, 1999, to September 19, 1999, to attend the American Association of Zookeepers conference. He will receive continued educational experience for animal care staff, specifically modern animal care techniques and crisis management.

**SUBJECT:**

OUT-OF-STATE  
TRAVEL

**Shannon Duffy, (0-R), Animal Control Officer,** to Columbia, Missouri, from October 17, 1999, to October 30, 1999, to attend training sponsored by the Law Enforcement Training Institute. Training will be in various aspects of animal cruelty. Upon completion of the course, Officer Duffy will have the expertise to investigate animal cruelty cases.

**TYPE:**

**RESOLUTION**  
ORDINANCE  
RECEIVE/FILE

**Jeffrey Aldrich, (0-R), Police Sergeant, to Kofu, Japan,** from October 1, 1999, to October 15, 1999, to take part in a police officer exchange program with Des Moines' sister city, Kofu, Japan. The trip is for two weeks and is intended to exchange information about our different cultures as it relates to policing.

**SUBMITTED BY:**

KEVIN RIPER  
FINANCE DIRECTOR

**Sharon Stegall, (0-R), Human Rights Commissioner,** to Kansas City, Missouri, from August 23, 1999, to August 27, 1999, to attend the 6th Annual Federal Housing Assistance Program/Federal Housing Incentive Program (FHAP/FHIP) Training conference. This mandatory training will be paid for from US Department of Housing and Urban Development (HUD) monies provided as part of the contract between the City and HUD. This training will cover civil rights initiatives and address civil/human rights issues.

**FISCAL IMPACT -**

Cost of travel is \$1,424, \$1,923.88, \$4,233.87 and \$1,360 respectively. Funding for this trip is provided for in the 1999-

2000 Operating Budget under Index Code HRS980100, page 17-23 (Dier, Duffy, Aldrich); and Index Code HRI010000, page 12-6.

The total expended on City travel from July 1, 1999 through August 16, 1999, is \$30,624,63; 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.