

**CITY COUNCIL  
COMMUNICATION:**

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

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

**99-520**

**SYNOPSIS -**

**AGENDA:**

DECEMBER 6, 1999

**SUBJECT:**

OUT-OF-STATE  
TRAVEL

**TYPE:**

**RESOLUTION**  
ORDINANCE  
RECEIVE/FILE

**SUBMITTED BY:**

KEVIN RIPER  
FINANCE  
DIRECTOR

**Danyell Punelli, (0-R), Administrative Intern,** City Manager's Office, to Washington, D.C., from December 9, 1999 to December 16, 1999, to attend two conferences. The first conference is the 46th National Conference of Keep America Beautiful (December 9-12, 1999) and will focus on topics ranging from community issues, environments, and leadership in the 21st Century. All costs will be reimbursed by Keep Iowa Beautiful.

The second conference is the "Project Impact: Building a Disaster Resistant Community Summit '99" (December 12-16, 1999) and is sponsored by the Federal Emergency Management Agency (FEMA) and will focus on locally driven initiatives that will help communities build their capabilities to reduce the effects of disasters.

**FISCAL IMPACT -**

Cost of travel is \$2,102.80. Funding for this trip is provided for in the 1999-2000 Operating Budget under Index Code HRS980100, page 17-23.

The total expended on City travel from July 1, 1999 through December 6, 1999, is \$142,002.91; 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.

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