

**CITY COUNCIL  
COMMUNICATION:**

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

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

**00-042**

**SYNOPSIS -**

**AGENDA:**

FEBRUARY 7, 2000

**SUBJECT:**

**OUT-OF-STATE  
TRAVEL**

**TYPE:**

**RESOLUTION  
ORDINANCE  
RECEIVE/FILE**

**SUBMITTED BY:**

**KEVIN RIPER  
FINANCE  
DIRECTOR**

**Donna Boetel-Baker, (0-R), City Clerk, to Rotterdam, Netherlands, from**  
May 19, 2000 to May 26, 2000, to attend the International Institute of Municipal Clerks (IIMC) 54th Annual Conference. This conference will combine classrooms with the real world of public management. Over 50 concurrent educational sessions will be available to provide CEU's. Ms. Baker is chair of the Public Relations/Marketing Committee and is a past International Board Member and Quill Award recipient.

**Steve Lahm, (0-NR), Plans Examiner, to Denver, Colorado, from March 2, 2000 to March 12, 2000, to attend a training seminar sponsored by the Colorado Chapter of International Conference of Building Officials. This seminar is an intensive, code based training opportunity taught by experienced professionals and will enable Mr. Lahm to interact with peers having similar responsibilities.**

**FISCAL IMPACT -**

Cost of travel is \$2,915 and \$1,384 respectively. Funding for these trips is provided for in the 1999-2000 Operating Budget under Index Code CCL10000, page 4-6; and Index Code CDD16010 page 17-23

The total expended on City travel from July 1, 1999 through February 7, 2000, is \$162,790.24; 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.



