



**CITY COUNCIL
COMMUNICATION:**

REVISED

ITEM _____

00-125

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

AGENDA:

APRIL 3, 2000

SUBJECT:

OUT-OF-STATE
TRAVEL

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

SUBMITTED BY:

KEVIN RIPER
FINANCE
DIRECTOR

SYNOPSIS -

1. **Michael Armstrong, (2-R), Information Technology Director**, to Huntsville, Alabama; from May 7, 2000 to May 10, 2000, to attend and represent the City at the International Intergraph Graphics Users Group (IGUG) Annual Conference. The IGUG is a major partner upon which the City's Geographic Information System (GIS) has been built.

2. **Garey Bryan, (0-NR), Police Sergeant, Richard Glade, (0-R), Sr. Police Officer, and David Seybert, (0-NR), Sr. Police Officer**, to Newport, Rhode Island, from April 28, 2000 to May 2, 2000, to attend the International Association of Chiefs of Police (IACP)/Impaired Driving Training Conference. This conference is essential in keeping updated as a Drug Recognition Enforcement (DRE) Instructor.

3. **Dave Knutzen, (0-NR), Sr. Inspector, Fire Department**, to Grand Rapids, Michigan; from May 14, 2000 to May 19, 2000, to attend the International Association of Arson Investigators Conference. Costs for this training will be reimbursed by the Independent Insurance Agents.

4. **Dave Burford, (0-R), Captain, and Dennis Allen, (0-R), Fire Fighter**, to Pueblo, Colorado; from April 22, 2000 to April 29, 2000, to attend Rail Tank Car Specialist class for Haz Mat. This class is sponsored by the Association of American Railroads.

5. **Robert Utter, (0-R), Chair, Sister Cities**, to Denver, Colorado, from June 27, 2000 to July 2, 2000, to attend the 2000 Sister Cities International Conference. This conference will offer a wide range of sessions and workshops that present information on how to create and strengthen a Sister Cities program.

6. **Michael McPherson, (0-R), Council Member**, to Las Vegas, Nevada, from May 21, 2000 to May 25, 2000, to attend the International Conference of Shopping Center's (ICSC) Annual Spring Conference. This conference is the largest and most comprehensive program for the shopping center industry. Although the cost of this trip does not require approval under Council policy, Council authorization is requested.

7. **Loren Lodge, (0-R), Research and Budget Analyst**, to Emmitsburg, Pennsylvania, from April 9, 2000 to April 15, 2000, to attend a meeting on Project Impact financing strategies and consensus building. The cost will be paid for by the Federal Emergency Management Agency (FEMA).

FISCAL IMPACT -

Cost of travel is \$1,372, \$4,050, \$1,264.50, \$3,724, \$1,564, \$946, and \$1,300 respectively. Funding for these trips is provided for in the 1999-2000 Operating Budget under Index Code IFT010000, page 13-6; Index Code HRS980100, page 17-23; Index Code FIR070400, page 9-12; Index Code FIR040100, page 9-15; Index Code CMO070000, page 5-10 and Index Code MCC010000, page 16-6. Travel expenses for Loren Lodge will be paid by FEMA.

The total expended on City travel from July 1, 1999 through April 3, 2000, is \$271,264.70; 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.









