

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

00-244

SYNOPSIS -

AGENDA:

JUNE 5, 2000

Preston Daniels, (3-R), Mayor, to Cambridge, Massachusetts, from July 8, 2000 to July 28, 2000, to attend the John F. Kennedy School of Government. This program is an intensive experience designed to help participants learn innovative ways of managing the real-world challenges and crises of government.

SUBJECT:

OUT-OF-STATE
TRAVEL

Matthew Rosen, (1-NR), Horticulture Manager, to Asheville, North Carolina, from June 24, 2000 to July 1, 2000, to attend the annual meeting and summer Board meeting of the American Association of Botanical Gardens & Arboreta. In addition to numerous sessions on topics of value to the City's horticultural program, networking opportunities with professional staff always serves as a forum for the exchange of ideas and information.

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

Joseph Oppe, (0-NR), Horticulturist, to Asheville, North Carolina, from June 24, 2000 to July 1, 2000, to attend the annual meeting of the American Association of Botanical Gardens & Arboreta.

SUBMITTED BY:

KEVIN RIPER
FINANCE
DIRECTOR

Tracey Bailey, (0-NR), Police Identification Technician, and Ronald Wakeham, (0-NR), Police Identification Technician, to Fridley, Minnesota, from June 18, 2000 to June 23, 2000 and June 25, 2000 to June 30, 2000, to attend Northwestern University for two consecutive weeks of specialized forensic training. Individuals will better be able to process crime scenes and document evidence found therein.

Bruce Bergman, (2-R), Corporation Counsel, and Terrence Timmins, (0-R), Deputy City Attorney, to San Francisco, California, from August 26, 2000 to August 30, 2000, to attend the International Municipal Lawyers Association's 65th Annual Conference. This conference will include sessions on technology in local government practice, civil rights, criminal law, ethics, growth management, municipal finance, parliamentary procedure, personnel issues, telecommunications and energy, and law office management.

FISCAL IMPACT -

Cost of travel is \$9,500, \$2,200, \$2,200, \$5,408.60 (Bailey and Wakeham), \$1,800, and \$1,750 respectively. Funding for these trips is provided for in the 1999-2000 Operating Budget under Index Code MCC010000, page 17-7; PKS980800, page 18-27 (Rosen and Oppe); and Index Code HRS980100, page 12-10 (Bailey, Wakeham, Bergman, and Timmins).

The total expended on City travel from July 1, 1999 through May 31, 2000, is \$387,142.40; 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.