

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

00-295

SYNOPSIS -

AGENDA:

JULY 10, 2000

SUBJECT:

OUT-OF-STATE
TRAVEL

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

SUBMITTED BY:

KEVIN RIPER
FINANCE
DIRECTOR

Preston Daniels, (1-R), Mayor, to Kofu and Kyoto, Japan, from October 13, 2000 to October 21, 2000, as part of a special delegation to Kofu. Kofu is the oldest standing Sister City of Des Moines. It has been 16 years since a Mayor has visited Kofu. While there, he will meet with Kofu's Mayor Yamamoto, study Kofu's administration system, observe Kofu Week Festival, and participate in Kofu's 111th anniversary ceremony. Kyoto will provide opportunities for viewing traditions and culture.

Eric A. Anderson, (1-R), City Manager; Steve Gunson, (0-R), Assistant to the City Manager; and Sarah Willnerd, (0-R), Administrative Intern, to Cincinnati, Ohio, from September 16, 2000 to September 20, 2000, to attend the International City Management Association's 86th Annual Conference. The conference offers a broad spectrum of educational and information-sharing opportunities for local government managers to use in the pursuit of their commitment to career-long learning.

Terry Vorbrich, (0-R), Economic Development Coordinator, to Los Angeles, California, from September 15, 2000 to September 19, 2000, to attend the International Downtown Association's 46th Annual Conference. Educational seminars will include creating effective economic development tools focused on downtown development; how parking, transit, and transportation influence downtown development; developing commercial districts; neighborhood commercial district revitalization; downtown in the smart growth debate; global economy affecting the downtowns; attracting technology firms; as well as preservation and downtown.

FISCAL IMPACT -

Cost of travel is \$2,100, \$4,491 (Anderson, Gunson, Willnerd), and \$1,965 respectively. Funding for these trips is provided for in the 2000-2001 Operating Budget under Index Code MCC010000, page 17-7; Index Code HRS980100, page 12-10 (Anderson, Gunson,

Willnerd); and Index Code CMO100000, page 6-20.

The total expended on City travel from July 1, 2000 through July 6, 2000, is \$0; the total amount budgeted for City travel is approximately \$346,000.

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.