



**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

00-395

SYNOPSIS -

AGENDA:

AUGUST 28, 2000

Preston Daniels, (2-R), Mayor, to Boise, Idaho and Washington, DC, from September 13, 2000 to September 16, 2000. Mayor Daniels is a member of a committee working on the presidential transition and policy agenda for the next administration. He will participate in committee meetings in Boise, Idaho, prior to attending the US Conference of Mayors in Washington, DC.

SUBJECT:

**OUT-OF-STATE
TRAVEL**

Debora Hobbs, (0-R), User Support Administrator, to Colorado Springs, Colorado, from October 1, 2000 to October 7, 2000, to attend the Second Annual HEAT User Conference, as well as pre- and post-session workshops. Topics include best practices for optimizing the tools and technologies of HEAT, the Council approved City-wide Customer Complaint and Response System. Additional workshops feature advanced database customization and product utilization.

TYPE:

**RESOLUTION
ORDINANCE
RECEIVE/FILE**

SUBMITTED BY:

**KEVIN RIPER
FINANCE
DIRECTOR**

Todd Clark, (0-NR), Client Server Application Developer; and Mike Couch, (0-NR), User Support Technician, to Colorado Springs, Colorado, from September 10, 2000 to September 16, 2000, to attend HEAT System Training. This course is designed to teach the skills to effectively utilize the recently purchased organization-wide citizen complaint and response system (HEAT). This training will provide for effective system design and maintenance to customize HEAT for our specific business needs.

Douglas Philip, (0-R), Assistant City Attorney, to San Diego, California, from November 10, 2000 to November 18, 2000, to attend the International Association of Chiefs of Police Conference and annual Legal Officers Section seminar. These activities will assist the individual in staying knowledgeable in law enforcement and legal issues affecting law enforcement.

James Johnson, (0-R), Permit and Development Administrator, to San Francisco, California, from September 2, 2000 to September 9, 2000, to attend the annual conference of the

International Conference of Building Officials, at which time code hearings and educational seminars will take place in the international codes. Mr. Johnson is a long-standing participant in the international code development arena and will be moderating the code hearings to a group of 2,000-3,000 participants.

FISCAL IMPACT -

Cost of travel is \$2,400, \$2,886, \$2,951 (Clark and Couch), \$2,099.30, and \$2,120 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 (Hobbs, Clark, Couch, and Philiph); Index Code CDD160100, page 7-12.

The total expended on City travel from July 1, 2000 through August 24, 2000, is \$45,719.64; 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.