

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

00-440

SYNOPSIS -

AGENDA:
SEPTEMBER 25, 2000

Richard Towers, (1-NR), Buyer, to Madison, Wisconsin, from October 9, 2000 to October 13, 2000, to attend a course in the Procurement and Purchasing Management Certificate Series at the University of Wisconsin. The course, "Cost-Effective Buying for Minimum Total Cost".

SUBJECT:

OUT-OF-STATE
TRAVEL

James Morano, (0-R), Team Leader, John Feeley, (0-R), Maintenance Coordinator, and Jon Frisch, (0-NR), Building & Grounds Crew Chief, to Milwaukee, Wisconsin, from October 10, 2000 to October 13, 2000, to attend a course in the Maintenance Management Certificate Series at the University of Wisconsin-Milwaukee. The courses are: "How to Design and Implement Maintenance Store Parts Numbering System" and, "How to Organize, Manage and Control Maintenance".

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

Gregory Chia, (0-NR), Fire Captain, to Reno, Nevada, from October 8, 2000 to October 12, 2000, to attend a course on Trench and Excavation Rescue at the Reno Fire Science Academy.

SUBMITTED BY:

KEVIN RIPER
FINANCE
DIRECTOR

Lynette Collins, (0-R), CID Investigative Assistant, and Eric Moorman, (0-NR), Senior Police Officer, to Denver, Colorado, from October 31, 2000 through November 5, 2000, to attend "Dedication to Analysis". The seminar will cover crime analysis skills to include mapping techniques and using Microsoft Access and Excel to create crime analysis bulletins.

Jeff Edwards, (0-NR), Police Sergeant, to San Diego, California, from November 29, 2000 to December 6, 2000, to attend the Eleventh Annual International Problem-Oriented Policing Conference. The conference will study problem-oriented policing and share information with other agencies practicing the community policing philosophy to come up with creative solutions to community problems and issues.

Eric A Anderson, (2-R), City Manager, to Atlantic City, New Jersey, from October 10, 2000 to October 12, 2000, to learn about

national and international research efforts as well as local and regional strategies to effect successful brownfields redevelopment; be present when the Brownfields Showcase Communities designation is awarded (Des Moines is one of 32 finalists). Although this trip does not require approval under Council policy, Council authorization is requested.

FISCAL IMPACT -

Cost of travel is \$1,900, \$3,924 (Morano, Feeley and Frisch), \$1,431, \$2,846 (Collins and Moorman), \$2,017 and \$1,035 respectively. Funding for these trips is provided for in the 2000-2001 Operating Budget under Organizational Code ENG070113, page 8-69; Organizational Code ENG070157, page 8-63 (Morano, Feeley, and Frisch); Organizational Code FIR011000, page 10-21; Organizational Code HRS980100, page 12-10 (Collins, Moorman); Organizational Code HRS980100, page 12-10; and Organizational Code CMO010000, page 6-8.

The total expended on City travel from July 1, 2000 through September 21, 2000 is \$89,574.99; 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 parentheses indicates the total number of trips previously authorized for that individual for the current budget year; R represents resident and NR represents non-resident.