



**CITY COUNCIL  
COMMUNICATION:**

**ITEM \_\_\_\_\_**

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

**00-469**

**SYNOPSIS -**

**AGENDA:**  
  
OCTOBER 16, 2000

Theresa Mikes, (0-R), Guest Services Manager, to Toronto, Canada, and Gatlinburg, Tennessee, from November 1, 2000 to November 8, 2000, to attend trade shows as a buyer for the Blank Park Zoo. These shows feature gifts and accessories for the Zoo Gift Shop.

**SUBJECT:**  
  
OUT-OF-STATE  
TRAVEL

James Morano, (1-R), Team Leader, John Feeley (1-R), Maintenance Coordinator, and John Frisch, (1-NR), Building & Grounds Crew Chief, to Milwaukee, Wisconsin from November 12, 2000 to November 14, 2000, to attend a course in the Maintenance Management Certificate Series at the University of Wisconsin at Milwaukee. The course is titled, "Maintenance Management Organization and Systems".

**TYPE:**

**RESOLUTION**  
**ORDINANCE**  
**RECEIVE/FILE**

Richard Towers, (2-NR), Buyer, to Madison, Wisconsin, from November 5, 2000 to November 10, 2000, to attend a course in Procurement and Purchasing Management Certificate Series at the University of Wisconsin at Madison. The course is titled, "Negotiating and Contracting Purchasing Agents and Buyers".

**SUBMITTED BY:**

KEVIN RIPER  
FINANCE  
DIRECTOR

Justin Miller, (0-R), Administrative Intern, to Washington D.C. from November 12, 2000 to November 17, 2000, to attend "Project Impact Summit 2000: Building Disaster Resistance and Livable Communities". Topics will include discussions about the experiences of other jurisdictions as well as sharing successes the City of Des Moines has experienced.

Terrence Timmins, (1-R), Deputy City Attorney, to Phoenix, Arizona from October 31, 2000 to November 3, 2000, to attend the Association of Metropolitan Sewerage Agencies/Association of Metropolitan Water Agencies seminar titled, ""Developments in Water and Wastewater Law". This seminar will provide information that will be helpful in role as counsel to the Wastewater Reclamation Facility and the city's sanitary sewer enterprise.

**FISCAL IMPACT -**

Cost of travel is \$1,350, \$1,120, \$2,240 (Feeley, Frisch), \$3,200, \$1,494, and \$1,625 respectively. Funding for these trips is provided for in the 2000-2001 Operating Budget under Organizational Code PKS130100, page 18-88; Organizational Code PWK770157, page 8-63; Organizational Code PWK770110, page 8-68 (Feeley and Frisch); Organizational Code PWK770110, page 8-68; Organizational Code HRS980100, page 12-10; and Organizational Code ENG070169, page 8-59. The total expended on City travel from July 1, 2000 through October 12, 2000 is \$102,360.28; 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.