

Meeting Agendas/Info

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

01-029

SYNOPSIS -

AGENDA:

JANUARY 22, 2001

SUBJECT:

OUT-OF-STATE
TRAVEL

TYPE:

**RESOLUTION
ORDINANCE
RECEIVE/FILE**

SUBMITTED BY:

ALLEN MCKINLEY
ACTING FINANCE
DIRECTOR

William Flannery, (1-R), Aviation Director, to Tucson, Arizona from February 16, 2001 to February 20, 2001, to attend the U.S. Governmental Affairs Winter Committee & Conference. Participants will hear and meet with Members of Congress, congressional staff, and key policymakers from the Department of Transportation and Federal Aviation Administration. Although this trip does not require approval under Council policy, this is being provided for informational purposes only.

Jeff Cronin, (1-NR), Senior Police Officer, to Glynco, Georgia from February 5, 2001 to February 15, 2001, to attend a Questioned Document course. This course will provide basic exposure to document examination to enhance the ability to identify forged documents.

Steve Dyer, (0-R), Park and Recreation Building and Grounds Superintendent, to Alexandria, Virginia from January 27, 2001 to February 2, 2001 to attend the Institute for Facilities Management Course. This course will provide information on maintenance management, grounds maintenance, custodial services, maintenance and operations of building systems, and contracting for maintenance services.

Kathy Kahoun, (1-NR), Neighborhood Development Administrator; M. Joseph Bohlke, (0-R), Deputy Zoning Enforcement Officer; Erik Lundy, (0-R), Project Manager; and Anthony Montgomery, (0-R), Redevelopment Manager, to New Orleans, Louisiana from March 9, 2001 to March 14, 2001, to attend training in new techniques to implement redevelopment projects, neighborhood revitalization programs, urban revitalization, and zoning related issues.

Shelley Nurse, (1-R), Systems Manager, to Dallas, Texas from January 29, 2001 to February 2, 2001, to attend PeopleTools 8.1 training.

Tom Vlassis, (2-R), Council Member, to Washington D.C. from

March 8, 2001 to March 14, 2001. Mr. Vlassis is the City representative for the National League of Cities.

Kenneth Murray, (0-NR), Heavy Equipment Operator, to Minneapolis, Minnesota from February 19, 2001 to February 23, 2001, to attend training in safer crane operations.

FISCAL IMPACT -

Cost of travel is \$1,600, \$2,544.89, \$2,808, \$2,149, \$1,550, \$1,520, \$2,243, \$1,311, \$2,005, and \$1,510 respectively. Funding for these trips is provided for in the 2000-2001 Operating Budget under Organizational Code AIR010000, page 3-7; Organizational Code HRS980100, page 12-10; Organizational Code CDD100100, page 7-23; Organizational Code CDD130400, page 7-14; Organizational Code CDD010400, page 7-26; Organizational Code CDD049900, page 7-32; Organizational Code HRS980100, page 12-10; Organizational Code MCC01000, page 17-7; and Organizational Code PWK770113, page 8-69. The total expended on City travel from July 1, 2000 through January 18, 2001, is \$309,577.24; 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.