

## Meeting Agendas/Info

**CITY COUNCIL  
COMMUNICATION:**

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

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

**01-504**

**SYNOPSIS -**

**AGENDA:**

OCTOBER 8, 2001

Bernell Edwards, (0-NR), Police Training Officer, to Jacksonville, North Carolina, from October 10, 2001 to October 14, 2001, to recruit future prospects for the positions of police officer and police cadet.

**SUBJECT:**

OUT-OF-STATE  
TRAVEL

Ross Hartline, (0-R), Firefighter, to Pueblo, Colorado, from October 28, 2001 to November 2, 2001, to attend rail tank car specialist training.

**TYPE:**

Richard Brown, (0-R), Assistant Planner, to Chicago, Illinois, from October 14, 2001 to October 19, 2001, to attend an educational session on the process of filing environmental reviews required for all federally funded projects.

**RESOLUTION**

ORDINANCE  
RECEIVE/FILE

Eric Anderson, (1-R), City Manager; and Preston Daniels (1-R), Mayor, to Cambridge, Massachusetts, from November 15, 2001 to November 18, 2001, to attend the J.F. Kennedy School of Government. The seminar entitled, "Leadership for the 21st Century" is a follow-up to courses previously taken. Topics will include contemporary urban issues, the mayor/chief-of-staff relationship and performance management. Lodging and on-site costs will be paid by the Center of Public Leadership. Although this trip does not require approval under Council Policy, Council authorization is requested.

**SUBMITTED BY:**

MERRILL R.  
STANLEY  
FINANCE  
DIRECTOR

Tom Vlassis, (1-R), City Council Member, to Atlanta, Georgia, from December 4, 2001 to December 9, 2001, to attend the 2001 Congress of Cities Exposition. Mr. Vlassis is the City representative for the National League of Cities.

Amy McClincock, (0-NR), Recreation Program Coordinator, to San Francisco, California, from November 28, 2001 to December 3, 2001, to attend the Lifelong Learning 2001 convention. The convention includes providing ratios for success, marketing, and management. The convention will also include tips and techniques for trends, marketing and brochure design, Web site design, boosting income and cost saving measures.

**FISCAL IMPACT -**

Cost of travel is \$1,284.45, \$2,222.66, \$1,914.66, \$1,070, and \$1,750 respectively. Funding for these trips is provided for in the 2001-2002 Operating Budget under Organizational Code HRS980100, page 13-15; Organizational Code FIR040100, page 11-11; Organizational Code CDD049900, page 8-22; Organizational Code CMO010000, page 7-8; Organizational Code MCC010000, page 18-6; Organization Code MCC010000, page 18-6; and Organizational Code HRS980100, page 13-15. The total expended on City travel from July 1, 2001 through October 4, 2001 is \$112,813.68; 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.

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