



**CITY COUNCIL
COMMUNICATION:**

ITEM _____

02-227

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

AGENDA:

SYNOPSIS -

MAY 6, 2002

Andrew Juelfs, (0-NR), Fire Fighter, to Pueblo, Colorado, from May 12, 2002 to May 19, 2002, to attend Advanced Hazmat Technician training.

SUBJECT:

Merrill Stanley, (0-R), Finance Director; and Allen McKinley, (0-R), Research and Budget Officer, to Denver, Colorado, from June 16, 2002 to June 19, 2002, to attend the Government Finance Officers Association annual conference. This conference will provide an opportunity for government finance officials to listen, question, discuss, and find solutions to the challenges of governmental accounting, auditing, financial reporting, budgeting, cash management, debt management, pension and benefits, and technology.

OUT-OF-STATE
TRAVEL

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

Mark Gregory, (1-R), Housing Services Project Specialist, and Ted Pierce, (1-R), Housing Services Project Specialist, to Kansas City, Missouri, from June 16, 2002 to June 21, 2002, to attend Project Management Principles training. The training will provide tools and techniques to better manage all phases of projects from its initiation to final closeout.

SUBMITTED BY:

MERRILL R.
STANLEY
FINANCE
DIRECTOR

Eric Anderson, (7-R), City Manager, to Washington, D.C., from May 16, 2002 to May 20, 2002, to attend meetings to discuss intergovernmental relations with members of the National Academy of Public Administration convened by Public/Private 2 (Pi2) who will pay the transportation costs to and from Washington, D.C. A meeting will also be conducted with the Geo Data Alliance trustees. This trip will also include participation in a conference on privacy issues in geographic information systems organized by the National Academy of Public Administration. Although this trip does not require approval, Council authorization is requested.

FISCAL IMPACT -

Cost of travel is \$2,458.50; \$1,404.01 (Stanley); \$1,350 (McKinley); \$4,392 (Gregory and Pierce); and \$1,000 respectively. Funding for

these trips is provided for in the 2001-2002 Operating Budget under Organizational Code FIR040100, page 11-11; Organizational Code FIN010100, page 10-8 (Stanley); Organizational Code FIN190000, page 10-19; Organizational Code HSG280000, page 12-15 (Gregory and Pierce); and Organizational Code CMO010000, page 7-8. The total expended on City travel from July 1, 2001 through May 2, 2002, is \$373,530.85; the total amount budgeted for City travel is approximately \$346,000. \$75,000 has been transferred from the Employee Development Fund and added to the \$346,000 originally budgeted for travel.

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.
