



**CITY COUNCIL
COMMUNICATION:**

ITEM _____

02-380

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

AGENDA:

JULY 22, 2002

SYNOPSIS -

SUBJECT:

David Allen, (0-R), Zoo Administrator; and Ann Shimerdla, (0-NR), Education Curator, to Fort Worth, Texas, from September 8, 2002 to September 15, 2002, to attend the National Zoo conference. This conference will provide current methods for educating the public in a zoo environment.

**OUT-OF-STATE
TRAVEL**

Bruce Bergman, (0-R), City Attorney; and Terrence Timmins, (0-R), Deputy City Attorney, to Denver, Colorado, from October 18, 2002 to October 23, 2002, to attend the International Municipal Lawyers Association annual conference. This conference will include various sessions regarding municipal government such as drafting ordinances, public records and open meetings, municipal finance and litigation.

TYPE:

**RESOLUTION
ORDINANCE
RECEIVE/FILE**

Susan Low, (0-R), Assistant City Attorney, to Chicago, Illinois, from September 17, 2002 to September 22, 2002, to attend the National Association of Telecommunications Officers and Advisors annual meeting. This is the annual meeting of the group of local government regulators of cable television. The annual meeting represents an opportunity for education on the technical, regulatory and legal aspects of cable regulation.

SUBMITTED BY:

MERRILL R.
STANLEY
FINANCE DIRECTOR

Eric Moorman, (0-NR), Senior Police Officer, to Long Beach, California, from September 23, 2002 to September 27, 2002, to attend the International Association of Law Enforcement Planners conference. Program topics will cover strategic planning, performance measurement, technology administration, grants, and finance/budgeting.

Sandra Morris, (0-R), Principal Public Safety Dispatcher, to Nashville, Tennessee, from August 10, 2002 to August 16, 2002, to attend the APCO International, Inc. conference. This conference will provide a wide variety of training, regulatory, and management issues to ensure compliance with federal regulations. This conference will also address emerging technologies, new training techniques and planning issues.

John Jones, (0-R), Police Research and Development Director, to Minneapolis, Minnesota, from October 4, 2002 to October 10, 2002, to attend the annual International Association of Chiefs of Police conference. The conference will provide information on funding opportunities, new technology and products.

Richard Towers, (0-NR), Buyer, to Madison, Wisconsin, from October 16, 2002 to October 18, 2002, to attend training on "Strategic Sourcing for Purchasing and Supply Management". This training is required to complete the Procurement and Purchasing Management series required for recertification.

Mary Neiderbach (0-R), Senior Planner, to Cleveland, Ohio, from October 8, 2002 to October 12, 2002, to attend the National Trust for Historic Preservation meeting. This meeting will provide information on financing incentives through historic preservation tax credits and historic building structural assessments.

Robin Paul, (0-R), Federal Brownfields Showcase Community Coordinator, to Washington, D.C., from July 23, 2002 to July 26, 2002, to attend the Brownfields Showcase Community Research Summit to advance the City's knowledge of brownfields and the new brownfields legislation to benefit the City in applying for grants for investigation and cleanup of Des Moines brownfield sites.

Mike Matthes, (0-R), Assistant City Manager, to Philadelphia, Pennsylvania, from September 28, 2002 to October 2, 2002, to attend the ICMA annual conference

Donald Hall, (0-NR), Civil Engineer III, to Chicago, Illinois, from September 29, 2002 to October 2, 2002, to attend training on security for wastewater treatment plant facilities.

Eric Anderson, (0-R), City Manager, to Washington D.C., from July 30, 2002 to August 2, 2002, to attend a meeting of the Mapping Sciences Committee of the National Research Council, of which he is a member. The committee will pay air travel. The City expenses for this trip will be meals, lodging, and rental car for one additional day to enable Mr. Anderson to attend a Homeland Infrastructure Foundation Level Database (HIFLD) working group meeting. HIFLD is an ad hoc committee of federal agencies and contractors primarily associated with defense, who are interested in the use of GIS in Homeland Security. Mr. Anderson has been asked to participate as a representative of local government. Although this trip does not require approval under Council Policy, Council authorization is requested.

Eric Anderson, (1-R), City Manager, to Denver, Colorado, from

August 9, 2002 to August 10, 2002, to attend a meeting of the Geo Data Alliance Council of Trustees. Although this trip does not require approval under Council Policy, Council authorization is requested.

FISCAL IMPACT -

Cost of travel is \$3,029 (Allen, Shimerdla); \$3,700 (Bergman, Timmins); \$1,900; \$1,687.60; \$1,646; \$1,524, \$1,574; \$1,427; \$1,334; \$1,525; \$1,510; \$300; and \$850 respectively. Funding for these trips is provided for in the 2002-2003 Operating Budget under Organizational Code PKS130000, page 19-48 (Allen, Shimerdla); Organizational Code LGL010000, page 16-8 (Bergman, Timmins); Organizational Code HRS980100, page 13-15; Organizational Code HRS980100, page 13-15; Organizational Code FIN160000, page 10-16; Organizational Code CDBG2002002, page 8-23; Organizational Code CMO990000, page 7-14; Organizational Code CMO010000, page 7-8; Organizational Code ENG070166, page 9-22; Organizational Code CMO010000, page 7-8; and Organizational Code CMO010000, page 7-8. The total expended on City travel from July 1, 2002 through July 18, 2002, is \$4,763.73; 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.
