

**CITY COUNCIL
COMMUNICATION:**

02-466

AGENDA:

SEPTEMBER 9,
2002

SUBJECT:

OUT-OF-STATE
TRAVEL

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

SUBMITTED BY:

MERRILL R.
STANLEY
FINANCE
DIRECTOR

**REVISED
ITEM 41**

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

SYNOPSIS —

William Moulder, (0-R), Chief of Police, to Minneapolis, Minnesota, from October 4, 2002 to October 10, 2002, to attend the annual meeting of the International Association of Chiefs of Police.

Royce Hammitt, (0-NR), Wastewater Reclamation Facility Treatment Manager, to Chicago, Illinois, from September 27, 2002 to October 2, 2002, to attend the Water Environment Federation's technical exhibition and conference. Workshops will include Anarobic Processes for Industrial Waste and Recent Insight and Research into Reducing Digested Biosolids Odors.

Loren Lodge, (0/R), Budget Analyst, to Philadelphia, Pennsylvania, from September 27, 2002 to October 2, 2002, to attend the 88th International City Management Association (ICMA) Annual Conference which includes special sessions on budget solutions for improving services while cutting expenditures, performance management, community oriented policing, and other related topics essential to the budget process.

Joedy Van Velzen, (1-R), Police Sergeant, to Miami, Florida, from October 12, 2002 to October 19, 2002, to participate in a course in crime scene reconstruction. As a supervisor assigned to the Identification Section, training in crime scene management and assessment will further this individual's ability to direct the efforts of others at homicides and major forensic investigations.

Gregg Westemeyer, (0-NR), Senior Police Officer, and Terry Odam (0/NR), Senior Police Officer, to Prescott, Arizona, from October 20, 2002 to October 26, 2002, to attend an explosive breaching course. Upon completion of the course, these officers will be certified to possess the basic skills to employ explosive, mechanical, and/or shotgun breaching entry techniques.

Frank Sposeto III, (0/NR), Blank Park Zoo Guest Services Manager, to Orlando, Florida, from November 17, 2002 to November 24, 2002, to attend a showing sponsored by the International Association of Amusement Parks and Attractions. This individual will gain up-to-date information on the entertainment industry, and obtain new ideas and methods of operations in the areas of human resources, marketing, and guest services.

Jeff Dier, (0/NR), Blank Park Zoo Attendant, and Frank Sposeto III, (1/NR), Blank Park Zoo Guest Services Manager, to Wheeling, West Virginia, from February 2, 2003 to February 9, 2003, to attend classes sponsored by the American Zoo and Aquarium Association. These individuals will have an opportunity to develop the special skills necessary for zoo management and

quality animal care and exhibitory.

Robert Schulte, (0/R), Federal Programs Administrator, to Phoenix, Arizona, from September 25, 2002 to September 29, 2002, to attend the National Community Development Association 2002 Executive Symposium to receive information regarding formula factors for Community Development Block Grants, streamlining the consolidation plan, innovations in housing productions, and housing policy for the 21st Century.

Garry Fuller, (0/R), Housing Inspector, and Dave Bettis, (0/R), Housing Inspector, to Pittsburgh, Pennsylvania, from September 15, 2002 to September 19, 2002, for educational purposes regarding required elements of Housing Quality Standards.

FISCAL IMPACT —

Cost of travel is \$1,880, \$2,088, \$1,668.30, \$1,768.50, \$3,175 (Westemeyer and Odam), \$2,000, \$3,320 (Dier and Sposeto), \$1,300, \$4,080 (Fuller and Bettis) respectively. Funding for these trips is provided for in the 2002-2003 Operating Budget under Index Code HRS980100, page 13-15; Index Code PWK770101, page 21-36; Index Code HRS980100, page 13-15, Index Code POL982200, page 20-27 (Van Velzen, Westemeyer, and Odam); Index Code PKS130100, page 19-49; Index Code PKS130000, page 19-48; Index Code PKS130100, page 19-49; Index Code CDD049900, page 8-22; and Index Code HSG190000, page 12-12.

The total expended on City travel from July 1, 2002 through September 4, 2002, is \$78,285.62; 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 parenthesis indicates the total number of trips previously authorized for that individual for the current budget year; R represents resident and NR represents non-resident.