

CITY COUNCIL  
COMMUNICATION:

02-537

AGENDA:

OCTOBER 21, 2002

SUBJECT:

OUT-OF-STATE  
TRAVEL

TYPE:

RESOLUTION  
ORDINANCE  
RECEIVE/FILE

SUBMITTED BY:

MERRILL R.  
STANLEY  
FINANCE  
DIRECTOR

ITEM \_\_\_\_

OFFICE OF THE CITY MANAGER  
CITY OF DES MOINES, IOWA

**SYNOPSIS —**

**Eric A. Anderson, (3-R), City Manager**, to Arlington, Virginia, from November 20, 2002 to November 23, 2002, to attend the National Academy of Public Administration 2002 Fall Meeting. Mr. Anderson is a Fellow of the Academy. The theme of the meeting is *Embracing Change in the Public Service*. It will include the following issues: Social Equity in Governance; The Homeland Security Act: Meeting the Challenge; and Government-Wide Reforms: Making Them Work. Although the cost of this trip does not require approval under Council policy, Council authorization is requested.

**Russell Underwood, (0-N/R), Police Captain, and Allan Tunks, (0-N/R), Police Sergeant**, to Arlington, Virginia, from November 3, 2002 to November 5, 2002, to attend the 2002 National Summit on Recruitment, Selection & Retention of Law Enforcement Personnel. The U.S. Department of Justice COPS Office will provide information and instruction on the latest strategies and initiatives for recruiting and hiring police officers, and in obtaining grants for recruiting.

**FISCAL IMPACT —**

Cost of travel is \$1,220 and \$3,750 respectively. Funding for these trips are provided for in the 2002-2003 Operating Budget under Index Code CMO010000, page 7-8; Index Code POL982200, page 20-27.

The total expended on City travel from July 1, 2002 through October 16, 2002, is \$118,700.53; 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.