

CITY COUNCIL
COMMUNICATION:

03-001

AGENDA:

JANUARY 6, 2003

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 —

Tom Vlassis, (1-R), City Council Member, to Washington, DC, from March 6, 2003 to March 13, 2003, to attend a meeting of the National League of Cities. Mr. Vlassis is the City representative for the National League of Cities and is a member of the Economic Development Steering Committee.

Emily Gould Chafa, (0-R), Assistant City Attorney/Legal Advisory to Human Rights; and Carol Moser, (0-R), Assistant City Attorney, to Baltimore, Maryland, from March 16, 2003 to March 21, 2003, to attend mandatory training for attorneys who assist agencies that have a contractual agreement with the U.S. Department of Housing and Urban Development (HUD) to investigate housing discrimination. Funds have been allocated via the HUD contract to cover expenses. Attorneys will attend sessions sponsored by The John Marshall Law School.

Tony Knox, (0-NR), Sergeant; and Cynthia Donahue, (0-R), Sergeant, to St. Louis, Missouri, from January 26, 2003 to February 9, 2003, to attend the Drug Enforcement Administration Basic Drug Law Enforcement Investigator's School. Participants will receive training in conspiracy, undercover operations, surveillance, and drug identification. This training is an excellent opportunity for officers to learn basic narcotic investigations.

FISCAL IMPACT —

Cost of travel is \$1,926, \$5,050, and \$3,040 respectively. Funding for these trips is provided for in the 2002-2003 Operating Budget under Index Code MCC010000, page 18-6; Index Code HRI010000, page 14-8; and Index Code POL982200, page 20-27.

The total expended on City travel from July 1, 2002 through December 31, 2002, is \$207,867; 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.

	<p>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.</p>
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