

CITY COUNCIL
COMMUNICATION:

03-078

AGENDA:

FEBRUARY 24, 2003

SUBJECT:

OUT-OF-STATE
TRAVEL

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

SUBMITTED BY:

MERRILL R. STANLEY
FINANCE DIRECTOR

ITEM 35

OFFICE OF THE CITY MANAGER
CITY OF DES MOINES, IOWA

SYNOPSIS —

Preston A. Daniels, (0-R), Mayor, to Shijiazhuang, China, from May 12, 2003 to May 20, 2003, to attend the Foundation of Shijiazhuang International Sister City Forum and the First Annual Conference. Participants of this conference will have activities in Shijiazhuang and Beijing with a focus on economic development. Expenses while in Shijiazhuang/Beijing will be covered by the Shijiazhuang government.

Dale Bunting, (0-NR), District Fire Chief, to Indianapolis, Indiana, from March 30, 2003 to April 6, 2003, to attend the Fire Department Instructors Course.

Mark Miller, (0-NR), Senior Police Officer, to Evansville, Indiana, from March 30, 2003 to May 10, 2003, to attend the Unites States Police Canine Association's certified training academy (Top Dogs Police K-9 Academy) and retrain Des Moines Police Canine Emir.

FISCAL IMPACT —

Cost of travel is \$1,600; \$1,565; and \$7,000, respectively. Funding for these trips is provided for in the 2002-2003 Operating Budget under Index Code MCC010000, page 18-6; Index Code FIR011000, page 11-10; and Index Code POL982200, page 20-27.

The total expended on City travel from July 1, 2002 through February 19, 2003, is \$247,399.85; 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.

