

CITY COUNCIL
COMMUNICATION:

03-133

AGENDA:

MARCH 24, 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 —

Christine Hensley, (1-R), City Council Member; Chris Coleman, (0-R), City Council Member; and Frank Cownie, (0-R), City Council Member, to Washington, DC, from June 11, 2003 to June 13, 2003. As part of the Legislative Subcommittee, Council Members Hensley, Coleman, and Cownie will meet with Congressional representatives to discuss the needs of Des Moines and its citizens. Council Member Hensley is a member of the Metropolitan Transit Authority (MTA) Board and the MTA has agreed to split the cost of the trip for her. This is an annual trip.

Eric A. Anderson, (5-R), City Manager, to Tacoma, Washington, from March 19, 2003 to March 21, 2003. Mr. Anderson is attending this conference as a member of the International City and County Managers Association (ICMA) Technology Management Institute Committee. Issues discussed at the conference include: strategic planning, organizational development and human resources management, citizen service and participation, partnerships with other jurisdictions and private entities, performance measurement, cross-border cooperation, e-government and media relations. Council has given verbal approval to substitute this trip for the previously approved trip to Miami, Florida.

Eric A. Anderson, (6-R), City Manager, to Washington, DC, from June 11, 2003 to June 13, 2003, to join the annual Greater Des Moines Partnership trip of business, government, and civic leaders to meet with Congressional leaders about federal funding for priority projects in Des Moines.

Brad Fousek, (0-NR), Senior Fire Inspector, to Reno, Nevada, from April 13, 2003 to April 18, 2003, to attend the annual International Association of Arson Investigators meeting. Topics covered are aimed at updating and maintaining an investigator's knowledge of fire investigation. Classes are taught by leading experts in the field of fire investigation.

Barry Mabon, (0-R), Chemist, to Oak Brook, Illinois, from May 20, 2003 to May 23, 2003, to attend the Graphite Furnace Atomic Absorption with AA WinLab Software Training Course at Perkin-Elmer. This course will provide participants with the knowledge necessary to set up, run, troubleshoot, and maintain the graphite furnace.

Kevin Drees, (0-NR), Zoo Keeper, to Milwaukee, Wisconsin, from April 29, 2003 to May 4, 2003, to present the Blank Park Zoo's research project entitled "The Evolving Mission of Modern Zoos" at the American Zoo & Aquarium Association Conference.

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FISCAL IMPACT —

Cost of travel is \$4,375 (Hensley, Coleman, and Cownie); \$1,674; \$1,750; \$1,348.50; \$2,028; and \$1,400 respectively. Funding for these trips is provided for in the 2002-2003 Operating Budget under Index Code MCC010000, page 18-7 (Hensley, Coleman, and Cownie); Index Code CMO010000, page 7-8; Index Code CMO010000, page 7-8; Index Code FIR070400, page 11-12; Index Code PWK770119, page 21-30; and Index Code PKS130300, page 19-29.

The total expended on City travel from July 1, 2002 through March 19, 2003, is \$267,798.38; 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.

