

CITY COUNCIL
COMMUNICATION:

03-199

AGENDA:

MAY 5, 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 —

William Stowe, (1-R), Public Works Director/Wastewater Reclamation Facility Manager, to Los Angeles, California, from October 10, 2003 to October 15, 2003. Mr. Stowe will be attending the Water Environment Federation's 76th Annual Technical Exhibition and Conference (WEFTEC 2003). The technical program includes residuals and biosolids management, water reclamation and reuse, environmental management, municipal wastewater treatment process, and management of odors and volatile organic vapors.

Lester Choate, (0-NR), Plant Operator, to Knoxville, Tennessee, from June 7, 2003 to June 13, 2003. This training will further the individual's ability in the Predictive Maintenance Program at the Wastewater Reclamation Facility (WRF). Thus reducing maintenance cost, which in turn has the long-term impact of lowering the WRF budget.

Judy Bradshaw, (0-NR), Major—Inspectional Services Bureau, to Chicago, Illinois, from May 13, 2003 to May 16, 2003, to attend a training seminar sponsored by Labor Relations Information System. This training will provide a better understanding of the procedural rights in the disciplinary process from both the labor and management aspects in today's law enforcement agencies.

FISCAL IMPACT —

Cost of travel is \$2,450; \$2,427; and \$1,397.50, respectively. Funding for these trips is provided for in the 2002-2003 Operating Budget under Index Code PWK770101, page 21-36 (Stowe and Choate); and Index Code POL982200, page 20-20.

The total expended on City travel from July 1, 2002 through April 30, 2003, is \$299,441.01; 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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