

CITY COUNCIL
COMMUNICATION:

03-484

AGENDA:

OCTOBER 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 —

Michael Armstrong, (1-R), Chief Information Officer, to Orlando, Florida, from October 18, 2003 to October 25, 2003, to attend and represent the City of Des Moines at the Gartner Symposium ITxpo. Sessions and exhibits will focus on new and emerging products and technologies along with strategies for directing and managing future information technology enterprise growth.

Scott Ralston, (0-NR), Civil Engineer II, to Dallas, Texas, from October 20, 2003 to October 24, 2003, to attend the Conference on Flood Warning Systems, Technologies, and Preparedness. The conference is devoted to flood warning systems, technologies, and preparedness.

FISCAL IMPACT —

Cost of travel is \$1,425 and \$1,800, respectively. Funding for these trips is provided for in the 2003-2004 Operating Budget under Index Code IFT010000, page 15-8; and Index Code PWK077001, page 21-20.

The amount budgeted for travel in Fiscal Year (FY) 2004 is \$489,783. The amount expended for travel in FY2004 as of October 2, 2003 is \$85,688.89.

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.

