

CITY COUNCIL
COMMUNICATION:

03-519

AGENDA:

NOVEMBER 3, 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 Nashville, Tennessee, from December 9, 2003 to December 14, 2003, to attend the 80th Annual Congress of Cities and Exposition. Mr. Vlassis is the City's representative to the National League of Cities.

Dennis O'Donnell, (0-R), Senior Police Officer, to Memphis, Tennessee, from November 18, 2003 to November 21, 2003, to interview a witness regarding a homicide case.

FISCAL IMPACT —

Cost of travel is \$1,560 and \$1,287.50, respectively. Funding for these trips is provided for in the 2003-2004 Operating Budget under Index Code MCC010000, page 18-6; and Index Code POL070100, page 20-13.

The amount budgeted for travel in Fiscal Year (FY) 2004 is \$489,783. The amount expended for travel in FY2004 as of October 30, 2003 is \$159,068.39.

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.

