

CITY COUNCIL  
COMMUNICATION:

03-527

AGENDA:

NOVEMBER 17, 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 —**

**Eric A. Anderson, (1-R), City Manager**, to Washington, DC, from November 20, 2003 to November 22, 2003, to attend the 2003 Fall Meeting of the National Academy of Public Administration (NAPA). Mr. Anderson is a Fellow of the Academy. The theme of the meeting is "Building Good Governance at Home and Abroad." Mr. Anderson will be involved in discussions about Homeland Security. *Although the cost of this trip does not require approval under Council policy, Council authorization is requested.*

**Karen Erickson, (0-R), Des Moines School District Adult Representative; Kelly Berger, (0-R), Suzy Hemphill, (0-R), Emily Rice, (0-R), Peter Sloterdyk, (0-R), Youth Advisory Board Members;** to Nashville, Tennessee, from December 10, 2003 to December 14, 2003, to attend the National League of Cities Annual Meeting.

**FISCAL IMPACT —**

Cost of travel is \$1,170; and \$4,500 (Erickson/Berger/Hemphill/Rice/Sloterdyk). Funding for these trips is provided for in the 2003-2004 Operating Budget under Index Code CMO010000, page 7-8; and Index Code MCC010000, page 18-6.

The amount budgeted for travel in Fiscal Year (FY) 2004 is \$489,783. The amount expended for travel in FY2004 as of November 12, 2003 is \$135,278.16.

**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.

