



Agenda Item:

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COUNCIL COMMUNICATION City Manager's Office

GENERAL INFORMATION

Agenda Date: 02/23/04

Communication

No.: 04-071

Agenda Item Type: Resolution

Roll Call No.:

Submitted by: Eric A. Anderson, City Manager

SUBJECT—

Out-of-State Travel

SYNOPSIS—

Christine Hensley, (0-R), City Council Member, to Washington, DC, from March 4, 2004 to March 9, 2004, to attend the National League of Cities (NLC) 2004 Congressional City Conference. The Iowa League of Cities will reimburse the City for airfare and registration (\$598.20).

Andrea Hauer, (0-R), Economic Development Coordinator, to Washington, DC, from April 23, 2004 to April 29, 2004, to attend the Washington, DC National Planning Conference. Participants will learn additional development negotiating approaches, Geographic Information Systems (GIS) for economic development purposes, and new urban design requirements for infill development.

FISCAL IMPACT—

Cost of travel is \$2,050 and \$1,680, respectively. Funding for these trips is provided for in the 2003-2004 Operating Budget under Index Code MCC010000, page 18-6; and Index Code CMO100000, page 7-9.

The amount budgeted for travel in Fiscal Year (FY) 2004 is \$489,783. The amount expended for travel in FY2004 as of February 18, 2004 is \$229,593.

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.