



Agenda Item:

040

COUNCIL COMMUNICATION City Manager's Office

GENERAL INFORMATION

Agenda Date: 05/03/04

Communication

No.: 04-200

Agenda Item Type: Resolution

Roll Call No.:

Submitted by: Eric A. Anderson, City Manager

SUBJECT—

Out-of-State Travel

SYNOPSIS—

Emily Chafa, (0-R), Assistant City Attorney, to Washington, DC, from June 13, 2004 to June 17, 2004, to attend a summit which will address fair housing policies/laws, special legal education sessions for Fair Housing Assistance Program (FHAP) enforcement attorneys, segments on fair housing and environmental justice, etc. Participants will increase their knowledge of housing discrimination issues to better serve citizens.

Vern Ostrander, (0-NR), Human Relations Specialist, to Washington, DC, from June 13, 2004 to June 18, 2004, to attend a summit which will address fair housing policies/laws, investigation, testing procedures, legal updates, remedies, strategic planning session, etc. Participants will increase their knowledge of housing discrimination issues to better serve citizens.

Martha Nelson, (0-R), Greater Des Moines Sister City Commission, to Fort Worth, Texas, from July 14, 2004 to July 18, 2004, to attend the 2004 Sister Cities International Conference which will offer a wide range of sessions and workshops that present information about how to create and strengthen a sister cities program.

Chris Johansen, (0-R), Housing Services Director, to Portland, Oregon, from May 16, 2004 to May 22, 2004, to attend the National Community Development Association's 2004 Annual

Conference entitled “Celebrating 30 Years of Community Development Block Grant (CDBG): A Salute to the Past with Visions for the Future.” Participants will gain knowledge of the basics of CDBG; planning and professional development; implementing the Homeless Management Information system; and a perspective on the past, present, and future of CDBG.

FISCAL IMPACT—

Cost of travel is \$1,320; \$1,520; \$1,475; and \$1,747.33, respectively. Funding for these trips is provided for in the 2003-2004 Operating Budget under Index Code HRI010000, page 14-8 (Chafa/Ostrander); Index Code CMO070000, page 7-9; and Index Code CDD049900, page 8-16.

The revised amount budgeted for travel in Fiscal Year (FY) 2004 is \$453,833. The amount expended for travel in FY2004 as of April 28, 2004 is \$279,386.

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.