



REVISED

Agenda Item:

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COUNCIL COMMUNICATION City Manager's Office

GENERAL INFORMATION

Agenda Date: 06/21/04

Communication

No.: 04-297

Agenda Item Type: Resolution

Roll Call No.:

Submitted by: Eric A. Anderson, City Manager

SUBJECT—

Out-of-State Travel

SYNOPSIS—

Eric A. Anderson, (4-R), City Manager, to San Diego, California, from October 16, 2004 to October 20, 2004, to attend the International City/County Management Association's 90th Annual Conference. This year's conference sessions will focus on small and limited-resource communities.

Amelia Hamilton Morris, (1-R), Chief Communications Officer, to San Francisco, California, from September 14, 2004 to September 18, 2004, to receive advance training and information on the management of public information, public relations strategies, and managing a government cable access channel.

T. M. Franklin Cownie, (3-R), Mayor, to Boston, Massachusetts, from June 24, 2004 to June 28, 2004, to attend the U.S. Conference of Mayors.

FISCAL IMPACT—

Cost of travel is \$2,235; \$1,912.13; and \$2,550, respectively. Funding for these trips is provided for in the 2003-2004 Operating Budget under Index Code CMO010000, page 7-8; Index Code CMO160000, page 7-10; and MCC010000, page 18-6.

The revised amount budgeted for travel in Fiscal Year (FY) 2004 is \$453,833. The amount expended for travel in FY2004 as of June 16, 2004 is \$340,583.

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.