



Agenda Item:

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COUNCIL COMMUNICATION City Manager's Office

GENERAL INFORMATION

Agenda Date: 11/08/04

Communication

No.: 04-557

Agenda Item Type: Resolution

Roll Call No.:

Submitted by: Eric A. Anderson, City Manager

SUBJECT—

Out-of-State Travel

SYNOPSIS—

T.M. Franklin Cownie, (2-R), Mayor, to Washington, DC, from January 16, 2005 to January 20, 2005, to attend the 73rd Annual Winter Meeting of the U.S. Conference of Mayors.

FISCAL IMPACT—

Cost of travel is \$2,043. Funding for this trip is provided for in the 2004-2005 Operating Budget under Index Code MCC010000, page 86.

The amount budgeted for travel in Fiscal Year (FY) 2005 is \$397,813. The amount expended for travel in FY2005 as of November 3, 2004 is \$91,249.

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 parentheses indicates the total number of trips previously authorized for that individual for the current budget year; R represents resident and NR represents non-resident.