



Agenda Item:

60

## COUNCIL COMMUNICATION City Manager's Office

### GENERAL INFORMATION

Agenda Date: 03/28/05

Communication

No.: 05-123

Agenda Item Type: Resolution

Roll Call No.:

Submitted by: Eric A. Anderson, City Manager

### SUBJECT—

Out-of-State Travel

### SYNOPSIS—

**T.M. Franklin Cownie, (3-R), Mayor; Christine Hensley, (1-R), Council Member; Christopher Coleman, (0-R), Council Member; and Eric A. Anderson, (1-R), City Manager;** to Washington, DC, from June 8-10, 2005, to participate in the Annual Greater Des Moines Partnership lobbying trip to speak with our Congressional leaders and discuss the needs of the city.

**T.M. Franklin Cownie, (4-R), Mayor,** to Chicago, Illinois, from June 10-14, 2005, to attend the U.S. Conference of Mayors Annual Summer Meeting. This trip will immediately follow the Greater Des Moines Partnership lobbying trip to Washington, DC.

**Al Aguilar, (0-NR), Public Works Operating Engineer,** to Orlando, Florida, from April 17-22, 2005, to attend the RouteSmart Users' Conference entitled *Destinations: 2005*. *Destinations: 2005* is the perfect opportunity to join colleagues, both new and old, to learn the latest about RouteSmart technology. Clients, users, business partners, and RouteSmart staff will share their ideas and experiences with RouteSmart and the industries they serve. "RouteSmart for ArcGIS Roadmap" includes the future of RouteSmart with its new features, products, and directions. Post-conference training, "Migrating to RouteSmart for ArcGIS," will provide participants with the training necessary to move from RouteSmart 4.x to the latest version, as well as covering functionality and terminology changes in the ESRI software, ArcView, and the

completely redesigned RouteSmart user interface. RouteSmart is the technology used in the Public Works Department to maintain efficiency in solid waste recycling collection routing as well as snow and ice control plowing operations. This program and conference is designed to provide essential upgrades in RouteSmart to facilitate its use with ArcView and GIS.

**Brenda Ingle, (0-NR), Senior Police Officer**, to Dallas, Texas, from April 17-23, 2005, to attend The Cooper Institute for certification training. Officer Ingle is currently assigned to the Police Academy. Her duties require a fitness trainer's certification. This also allows Officer Ingle to administer physical fitness tests for applicants.

**Heide Green, (0-R), Treasury Manager**, to Columbus, Ohio, from April 19-22, 2005, to attend a seminar sponsored by the Government Finance Officers Association (GFOA) to learn techniques to manage short-term investment portfolios with the latest strategies and instruments. There will be a focus on the investment of public funds.

**Bruce Bergman, (1-R), City Attorney**, to Santa Fe, New Mexico, from May 7-12, 2005, to attend the Government Civil Practice course which will provide information dealing with governmental liability issues, including defending excessive force, employment litigation, land use development, contract litigation; and drafting and defending ordinances.

**Scott Ralston, (0-NR), Civil Engineer III**, to Sacramento, California, from May 16-20, 2005, to attend the 6<sup>th</sup> National Hydrologic Warning Council Conference and Exposition sponsored by ALERT Users Group. The City has a lead role in the ALERT (Early Flood Warning System) system 28E partnership. The present ALERT system is in need of upgrading, and this conference will provide the most up-to-date information on preparing cities for flood events.

**Diane Rauh, (0-R), City Clerk**, to St. Paul, Minnesota, from May 20-26, 2005, to attend the 59<sup>th</sup> Annual IMMC Conference. Ms. Rauh will attend a special educational session on Human Resources from the "Basics" of good human resource management supplemented by the latest research in how to professionally manage people in the municipal workplace, as well as several other diverse sessions to enhance the skills needed for an in-depth administrative and managerial team member.

#### **FISCAL IMPACT—**

Cost of travel is \$7,400 (\$1,850 each); \$2,063; \$3,369.72; \$2,442; \$1,420; \$2,000; \$1,417; and \$2,050, respectively. Funding for these trips is provided for in the 2004-2005 Operating Budget under Index Code MCC010000, page 86 (Cownie/Hensley/Coleman), Index Code CMO010000, page 8 (Anderson); Index Code MCC010000, page 86; Index Code PWK100101, page 234; Index Code POL982100, page 301; Index Code HRS980100, page 301; Index Code LGL010000, page 81; Index Code PWK077001, page 243; Index Code CCL010000, page 4.

The amount budgeted for travel in Fiscal Year (FY) 2005 is \$397,813. The amount expended for travel in FY2005 as of March 2, 2005 is \$169,311.

**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.