



Agenda Item:

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COUNCIL COMMUNICATION City Manager's Office

GENERAL INFORMATION

Agenda Date: 4/11/05

Communication

No.: 05-200

Agenda Item Type: Resolution

Roll Call No.:

Submitted by: Eric A. Anderson, City Manager

SUBJECT—

Out-of-State Travel

SYNOPSIS—

Michael Armstrong, (2-R), Chief Information Officer and Assistant City Manager, to Portland, Oregon, from April 12-16, 2005, to attend the 2005 Congress of Public Technologies sponsored by PTI, Inc. The title of this conference is "21st Century Communities: Local Governments Leading & Learning." Mr. Armstrong will chair the meeting of the Telecommunications & Information Technology Council.

Terrance Vorbrich, (0-R), Economic Development Coordinator, to Las Vegas, Nevada, from May 2-8, 2005, to attend the Annual Technical and Regulatory Update on SBA 504 Loan Program. Issues to be reviewed include: larger debentures, expanded operations for new markets, increased productivity with centralized processing and servicing, new strategies in SBA Audit Planning, Program and Policy Manuals, CDC Board Direction and Expectations, and implementing changing regulations.

Jan Owens Bruene, (0-R), President for the Corporation for Economic Development in Des Moines; and Jennifer Sayers, (0-R), Secretary for the Corporation for Economic Development in Des Moines, to Las Vegas, Nevada, from May 4-8, 2005, to attend the Annual Technical and Regulatory Update on SBA 504 Loan Program. Issues to be reviewed include: larger debentures, expanded operations for new markets, increased productivity with centralized

processing and servicing, new strategies in SBA Audit Planning, Program and Policy Manuals, CDC Board Direction and Expectations, and implementing changing regulations.

William Stowe, (0-R), Public Works Director, to Chicago, Illinois, from May 17-22, 2005, to attend the Second Annual Arbitration Training Institute which will feature the top arbitration academics, advocates, and practitioners who will share their insight, experience, best practices, and expert advice about: Conducting the Arbitration; Representing Clients at all Phases of Arbitration; Pre-Arbitration Agreements and Selecting the Arbitrator; Evidentiary Matters including Discovery; Awards, Remedies, Vacatur and Enforcement; Ethics and Disclosure; Party Arbitrator Practice; and Class Actions.

Phillip Vorlander, (1-R), Fire Chief, to Denver, Colorado, from August 10-14, 2005, to attend the Fire Rescue International 2005 Conference sponsored by the International Association of Fire Chiefs.

FISCAL IMPACT—

Cost of travel is \$1,600; \$1,825; \$1,325 (Bruene), \$1,275 (Sayers); \$2,022.84; and \$1,634, respectively. Funding for these trips is provided for in the 2004-2005 Operating Budget under Index Code IFT010000, page 76; Index Code CMO980460 (Vorbrich/Bruene/Sayers), page 302; Index Code HRS980100, page 301; and Index Code FIR010100, page 55.

The revised amount budgeted for travel in Fiscal Year (FY) 2005 is \$411,823. The amount expended for travel in FY2005 as of April 6, 2005 is \$183,368.

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.