



**Council  
Communication**  
Office of the City Manager

**Date**

March 20, 2006

**Agenda Item No.** 38

**Roll Call No.** 06-

**Communication No.** 06-145

**Submitted by:** Richard A. Clark, City Manager

**AGENDA HEADING:**

Submitting out-of-state travel requests for Andrea Hauer, Dani Stookey, W. David Lockard, Diane Rauh, Christine Hensley, Dan Gray and Allen Johnson.

**SYNOPSIS:**

Recommend approval for out-of-state travel requests listed below.

**FISCAL IMPACT:**

Amount: \$1,700 (Hauer); \$1,807 (Stookey); \$1,891.71 (Lockard); \$1,345 (Rauh); \$1,900 (Hensley) and \$6,308 (Gray & Johnson).

Funding Source: 2005-2006 Operating Budget under:

- \$6,308 POL040800, General Fund, Communications, page 215 (Gray & Johnson)
- \$1,345 CCL010000, General Fund, Administration, page 86 (Rauh)
- \$1,891.71 POL982100, Federally Forfeited Funds, page 349 (Lockard)
- \$1,807 POL982100, Federally Forfeited Funds, page 349 (Stookey)
- \$1,700 CMO10000, General Fund, Office of Economic Development, page 93 (Hauer)
- \$1,900 MCC010000, General Fund, Mayor and Council Department, page 167 (Hensley)

**ADDITIONAL INFORMATION:**

**Andrea Hauer, (0-R), Economic Development Coordinator,** to Austin, Texas, from May 31-June 6, 2006, to attend the Council of Development Finance Agencies' Annual Summit. Program highlights include: emerging trends/applications for tax increment financing, high-tech company public financing, and sources of non-traditional financing.

**Dani Stookey, (0-R), CAD Specialist,** to Orlando Florida, from June 11-16, 2006, to attend a course on Intergraph Public Safety Systems and to gain other users' perspective and knowledge on how they function. The course will teach new technology direction within the company, and will also talk to key Intergraph managers and trainers about their products and where the company is headed in the future.

**W. David Lockard, (0-NR), Mobile Data Specialist,** to Orlando, Florida, from June 11-16, 2006, to attend course on Intergraph Public Safety Systems. Lockard will provide information to Intergraph

concerning present and future needs of the City of Des Moines. It will provide a forum for the exchange of information and ideas regarding the working, capabilities and uses of the public safety software with other users. The classes will be in regard to upkeep, configuration and operation of the public safety software, as well as a preview to the new software coming out and how that will impact our operation.

**Diane Rauh, (0-R), City Clerk**, to Anaheim, California, from May 13-21, 2006, to attend the 60<sup>th</sup> Annual Conference hosted by the International Institute of Municipal Clerks (IIMC). The conference will offer educational sessions designed for imaginative thinking, creativity, and inspiration in the role of City Clerk.

**Dan Gray, (0-NR), Senior Radio Technician, and Allen Johnson, (0-R), Radio Technician**, to Schaumburg, Illinois, from April 23-28, 2006, to attend training on the repair of the Motorola Gold Elite console system used by Police & Fire. This training will eliminate the need for expensive annual service agreements with Motorola.

**Christine Hensley, (0-R), Council Member**, to Washington D.C., from June 7-9, 2006, on the Greater Des Moines Partnership trip to discuss the issues and projects critically important to the vitality and future of Des Moines and Central Iowa.

The amount budgeted for travel in Fiscal Year (FY) 2006 is \$338,167. The amount expended for travel in FY2006 as of March 20, 2006 is \$185,241.

#### **PREVIOUS COUNCIL ACTION(S):**

Date: January 20, 1992

Roll Call Number: 92-214

Action: 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 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.

#### **BOARD/COMMISSION ACTION(S): NONE**

Date:

Roll Call Number:

Action:

#### **ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**