



Council Communication

Office of the City Manager

Date

December 18, 2006

Agenda Item No. 39
Roll Call No. 06-
Communication No. 06-793
Submitted by: Allen McKinley, Finance
Director/Treasurer

AGENDA HEADING:

Submitting out-of-state travel requests for Jon Davis, Richard A. Clark, and Rudy Simms.

SYNOPSIS:

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

FISCAL IMPACT:

Amount: \$1,600 (Davis); \$1,883 (Clark); \$1,500 (Simms)

Funding Source:

2006-2007 City of Des Moines Operating Budget under:

- POL982200, State Forfeited Funds - \$1,600 (Davis)
- CMO010000, City Manager – Administration - \$1,883 (Clark)
- HRI010000, Human Rights - \$1,500 (Simms)

ADDITIONAL INFORMATION:

Jon Davis (NR-0), Training and Operations Coordinator, to Bass Lake, CA from May 13-18, 2007 (\$1,600), to attend the California Tactical Dispatcher Association 2007 Training Conference, which will provide training to communications personnel for operating at the scene of critical incident to gather, document and disseminate information in support of the incident commander.

Richard A. Clark (R-1), City Manager, to Las Vegas, NV from January 18-20, 2007 (\$1,883), to attend the Annual Large Cities Executive Forum.

Rudy Simms (NR-1), Human Rights Director, to Washington D.C., January 7-13, 2007 (\$1,500), to attend the National Fair Housing Training Academy.

The amount budgeted for travel in Fiscal Year (FY) 2007 is \$328,255. The amount expended for travel in FY 2007 as of December 11th is \$161,139.

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 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

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE