



# Council Communication

Office of the City Manager

Date

May 7, 2007

Agenda Item No. 40

Roll Call No. 07-

Communication No. 07-250

Submitted by: Richard A. Clark, City Manager

## AGENDA HEADING:

Submitting travel requests for Mark Chapman, Chris Johansen, and Brian Mathis.

## SYNOPSIS:

Recommend approval for travel requests listed below.

## FISCAL IMPACT:

Amount: \$2,894 (Chapman); \$2,452 (Johansen); \$2,894 (Mathis)

Funding Source: 2006-2007 Operating Budget under:

- SP321 POL982100 – Federally Forfeited Funds, page 309 (Chapman and Mathis)
- SP350 HSG010000 – Des Moines Public Housing Agency Fund, Housing Services - Administration, page 223 (Johansen)

## ADDITIONAL INFORMATION:

**Mark Chapman (0), Senior Police Officer**, to Washington, DC, from June 16 – 21, 2007 (\$2,894), to attend a conference sponsored by International Narcotic Interdiction Association. The seminars offered during this conference are considered the finest available. Attendees will gain a greater knowledge as to drug concealment methods, hidden compartments used to conceal monies and valuables, and a clearer understanding of interstate criminal elements.

**Brian Mathis (1), Senior Police Officer**, to Washington, DC, from June 16 – 21, 2007 (\$2,894), to also attend the conference sponsored by International Narcotic Interdiction Association.

**Chris Johansen (0), Housing Services Director**, to San Antonio, TX, from June 3 – 8, 2007 (\$2,452), to attend the Nan McKay and Associates Regional Seminar for Public Housing Executive Management covering topics such as Overview of Subsidized Housing Programs, Policies and Policy Development, Private Sector Principles in Public Housing Management, Entrepreneurial Strategies, and many others.

The amount budgeted for travel in Fiscal Year (FY) 2007 (amended budget) is \$331,612. The amount expended for travel in FY 2007 as of April 30, 2007 is \$275,058.

## 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.

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

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**