


## COUNCIL COMMUNICATION

	Number:	<b>25-344</b>	Meeting:	<b>September 8, 2025</b>
	Agenda Item:	<b>36</b>	Roll Call:	<b>25-1218</b>
	Submitted by:	<b>Matthew A. Anderson, Deputy City Manager</b>		

### AGENDA HEADING:

Submitting travel and training for Sister Cities Commission Vice Chair Kelly Simmons.

### SYNOPSIS:

Recommend approval for travel and training request listed below.

### FISCAL IMPACT:

Amount: \$2,895.81

Funding Source: CM021000 – Sister Cities Commission

### ADDITIONAL INFORMATION:

- **Kelly Simmons, Sister Cities Commission Vice-Chair (R-0)**, to Osaka, Japan, from September 14-19, 2025, to attend Sister Cities International 2025 U.S.-Japan Sister Cities Summit helping to improve the effectiveness and outreach of the Greater Des Moines Sister Cities Commission with Des Moines' Sister City Kofu, Japan. All 460 U.S.-Japan Sister City partners, elected officials, citizen diplomats, and volunteers were invited to attend this summit.
- The adopted budget for travel and training in Fiscal Year (FY) 2026 is \$785,896. The amount expended for travel and training as of September 2, 2025 is \$88,261.35.

**PREVIOUS COUNCIL ACTION(S): NONE**

### BOARD/COMMISSION ACTION(S):

Board: Greater Des Moines Sister Cities Commission

Date: May 13, 2025

Action: Commissioner Martin moved to allocate \$3,000 from the FY2026 travel budget to send Vice Chair Simmons to the Osaka, Japan Expo in September 2025. Commissioner Renda seconded the motion. Motion carried.

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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