

**OFFICE OF THE CITY MANAGER
DES MOINES, IOWA**

**CITY COUNCIL COMMUNICATION 97-221
APRIL 28, 1997 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
OUT-OF-STATE TRAVEL	◆ RESOLUTION ORDINANCE RECEIVE/FILE	KEVIN RIPER FINANCE DIRECTOR

SYNOPSIS —

Drew C. Burham, (0-R), Captain, to Springfield, Massachusetts, from August 22, 1997 to September 1, 1997, to attend the Factory Armorer's School sponsored by Smith and Wesson for the purpose of inspection and repair of Smith and Wesson revolvers which are used by Des Moines police officers. Cost of travel is \$1,474.

Robyn Ellert, (0-R); Pam McAdams, (0-R); and Mike Matthes, (0-R), Administrative Interns, to Vancouver, British Columbia, from September 14, 1997 to September 17, 1997, to attend the International City Management Association's 83rd Annual Conference. Cost of travel will be approximately \$1,600 per person.

Eric A. Anderson, (2-R), City Manager, to Washington, DC, from June 11, 1997 to June 13, 1997, to attend the Greater Des Moines Chamber of Commerce Federation Annual Legislative Trip to meet with Iowa's Congressional Delegation, administration officials, government agencies, visit foreign embassies, and network with other Central Iowa business professionals. Cost of travel is \$1,600.

FISCAL IMPACT —

Funding for these trips is provided for in the 1996-97 Operating Budget under Index Code 107870, page 542., and Index Code 010819, page 77. The ICMA trip will be budgeted from the 1997-98 Operating Budget.

The total expended on City travel from July 1, 1996 through April 24, 1997 is \$198,571.18; the total amount budgeted for City travel is \$850,379.

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 which exceed three days and \$1,250 cost to be approved by the Council. The number in parenthesis indicates the total number of trips previously authorized for that individual for the current budget year; R represents resident and N/R represents non-resident.