

OFFICE OF THE CITY MANAGER  
DES MOINES, IOWA

ITEM \_\_\_\_\_

CITY COUNCIL COMMUNICATION 97-456  
SEPTEMBER 8, 1997 AGENDA

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

**SYNOPSIS —**

William Moulder, (0-R), Chief of Police; and Michael Matthes, (0-R), Administrative Intern, to Stavropol, Russia, from September 18, 1997 to September 24, 1997, to represent the City of Des Moines at the 220th anniversary celebration of the City of Stavropol, Russia. Cost of travel is \$4,044.

**FISCAL IMPACT —**

Funding for these trips is provided for in Index Code 015511, page 341. The City will be responsible for the flight expenses, while Stavropol will be covering the remaining costs.

The total expended on City travel from July 1, 1997 through September 3, 1997 is \$48,585.14; the total amount budgeted for City travel is \$370,000.

**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.