

Andrew Klein **REVISED**

FROM	NAME & TITLE	Andrew W. Kleine, Chief
	AGENCY NAME & ADDRESS	Bureau of the Budget and Management Research Room 432, City Hall (410 396-4941)
	SUBJECT	City Council Bill #08-0080R

CITY of
BALTIMORE
MEMO



TO The Honorable President and
Members of the City Council
Room 400, City Hall

DATE: November 10, 2008

Attention: Ms. Karen Randle

City Council Bill #08-0080R is a resolution of the City Council requesting that the Department of Finance file a report with the City Council that details the amount of out-of-state travel for City employees paid with General Funds. The resolution requests the actual expenditures for Fiscal 2008 and the year-to-date and projected expenditures for Fiscal 2009.

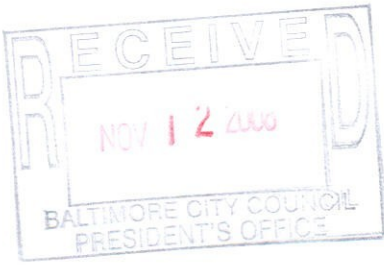
The City's accounting system does not distinguish out-of-state travel. Fiscal 2008 General Fund expenditures for all travel totaled \$454,426, versus a budget of \$339,489. Fiscal 2009 year-to-date expenditures as of September 30, 2008 were \$66,535, compared to \$156,327 for the same period last year. The FY 2009 travel budget totals \$311,239.

All out-of-state travel is frozen as part of the overall General Fund expenditure freeze and subject to case-by-case approval from the Bureau of the Budget and Management Research. In addition, travel costing over \$1,000 must be approved by the Board of Estimates. Requests are approved only if the travel is necessary for effective and efficient delivery of City services.

An absolute ban on out-of-state travel would generate minimal savings over and above the current budget freeze and could have unintended negative impacts on City operations.

cc: Edward Gallagher
Angela Gibson
Thomas P. Driscoll

Visit Our Website @ www.baltimorecity.gov



Comment