Vendor 33181

Calendar 2018 Travel Expense Report

Req 1241

Name: Andrew Gibbs
Title: City Council District 6
Department:
Period:
Destination: Marriott Marquis in Atlanta Georgia

Purpose of Trip: GMA in Atlanta
Authorized by: Mark Barber
Department Head:
Date Submitted:
High Cost City:
Meal Allowance: $75.00

Per Mile Reimbursement: ~~$0.535~~ 0.545
Total Reimbursement Due: 218.93 SP
G/L Number: 10111101500065500

Method of Travel
- [x] Private Auto — City Vehicle
- [ ] Air
- [ ] Other

Beginning mileage: 85377
Ending mileage: 85850
Net Mileage: 474

Date	Description of Expense	Airfare	Lodging	Ground Transportation (Gas, Rental Car, Taxi)	Meals	Conferences and Seminars	Miles	Mileage Reimbursement	Miscellaneous	Tips	Total Expenses	Pcard Charges	Amount due from (to) City
01/19/18	Gas						237	126.80			126.80	54.01 ✓	~~72.79~~ 75.16
01/19/18	Lunch				21.87 ✓			0.00			21.87 ✓	21.87 ✓	0.00
01/20/18	Breakfast				15.54 ✓			0.00			15.54		15.54
01/20/18	Lunch				10.42 ✓			0.00			10.42		10.42
01/20/18	Dinner				38.00 ✓			0.00		10.00 ✓	48.00	48.00 ✓	0.00
01/21/18	Breakfast				18.64 ✓			0.00			18.64		18.64
01/21/18	Lunch				16.57 ✓			0.00			16.57	16.57 ✓	0.00
01/21/18	Lodging - 2 nights		415.50 ✓				237	~~126.80~~ 129.17			126.80	50.00 ✓	~~76.80~~ 79.17
~~01/21/18~~	~~Mileage~~							0.00			415.50	415.50 ✓	0.00
01/21/18	Valet parking/luggage							0.00	20.00 ✓		0.00		0.00
								0.00			20.00		20.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
								0.00			0.00		0.00
Total		$0.00	$415.50	$0.00	$121.04	$0.00	474	~~$253.60~~ 258.34	$20.00	$10.00	$820.14	$605.95	~~$214.19~~ 218.93

Traveler — Signature — 1-25-18 Date

~~Department Head~~ — Signature Mayor — 2/2/18 Date

City Manager — Signature — Jan 29, 2018 Date

✓ 2/21/18 CD