



COLUMBUS CONSOLIDATED GOVERNMENT

P.O. Box 1340
Columbus, Georgia 31902-1340

TRAVEL AUTHORIZATION REQUEST CITY COUNCILOR

Name of Traveler / Registrant	Councilor Toyia Tucker
Month of Travel	February 2024
Sponsored Organization and Conference / Training	<i>NACo 2024 Legislative Conference (Washington, D.C.)</i>
Estimated Cost	<u>Registration</u> - \$520.00 <u>Airline</u> - \$307 <u>Hotel</u> - \$265 x 5 nights = \$1,325 x 14.95% taxes = \$1,523 <u>Reimbursable Amount</u> - \$240 <u>TOTAL ESTIMATED COST: \$2,590</u>
Conference/Travel Budget	Beginning Balance - \$10,000

TRAVEL POLICY- Dated: September 16, 2013, which reads in part;

“City Councilors should submit their travel requests to the Clerk of Council. The Clerk of Council will list a request to approve travel on his/her agenda for a vote at a regular City Council meeting. All travel requests must conform to the requirements, terms and conditions of this Policy.”

Funds are available in the FY24 Budget to cover the expenses (0101-100-1000-CNCL-6641).

In accordance with the Travel Policy and Procedures of the Columbus Consolidated Government, As the Clerk of Council, I am respectfully requesting authorization for Councilor Toyia Tucker to attend the conference as listed above. Also, pursuant to Resolution No. 149-22, this request is applicable to the one reimbursable travel expense for a conference outside of Columbus, Georgia for FY 2024.

Sandra T. Davis
Clerk of Council
Council of Columbus, Georgia

Date