



## COLUMBUS CONSOLIDATED GOVERNMENT

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

### TRAVEL AUTHORIZATION REQUEST CITY COUNCILOR

|                                      |                              |
|--------------------------------------|------------------------------|
| <b>Name of Traveler / Registrant</b> | Becca Zajac, Councilor-Elect |
| <b>Dates of Travel</b>               | December 1-4, 2026           |

|                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Sponsored Organization and Conference / Training</b>                                                                                                | ACCG Newly Elected Commissioners Conference (Athens, GA)                                                                                                                                                                                                                                                                             |
| <b>Estimated Cost</b>                                                                                                                                  | <b><u>Registration</u></b> – \$475<br><b><u>Hotel</u></b> - \$700<br><b><u>Reimbursable Amount</u></b> - \$300<br><b><u>TOTAL ESTIMATED COST:</u></b> \$1,475                                                                                                                                                                        |
| <b>Council Travel Budget:</b><br><br>Education/Training<br>(0101-100-1000-CNCL-6601)<br><br>Travel, Schools & Conferences<br>(0101-100-1000-CNCL-6641) | Beginning Balance - \$6,000; Current Balance - \$5,900<br><br>Beginning Balance - \$12,000; Current Balance (Approximate)-<br>\$10,298<br><br><b><u>NOTE:</u></b> Pursuant to Resolution No. 205-25, the requirements and limitations governing Council travel do not apply to mandatory training conferences required by State Law. |

In accordance with the **Travel Policy and Procedures of the Columbus Consolidated Government**, dated **September 16, 2013**, which states:

*“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.”*

Pursuant to **Resolution No. 205-25**, this request shall be applied to the **\$3,500 annual travel allowance** designated for each Councilor for approved travel and training outside the city limits of Columbus, Georgia.

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**Lindsey G. McLemore**  
Clerk of Council  
Council of Columbus, Georgia

\_\_\_\_\_  
Date