



**CITY OF CORONA  
CITY OFFICIAL ADVANCE TRAVEL REQUEST (AP 01200.001)**

Council Member Wes Speake is requesting to travel to Sacramento, CA to attend the 2023 League of California Cities Annual Conference and Expo on September 19<sup>th</sup> – September 22<sup>nd</sup> 2023. The League of California Cities Annual Conference is a valued tradition attended by Council and staff members from many California cities. The conference provides networking, advocacy, and educational programs that bring together elected and appointed officials, as well as city staff from all departmental areas to serve the grassroots interests of local municipalities. Council Member Wes Speake is the appointed voting delegate for the City of Corona. The conference wraps up with the General Assembly voting at the Annual Business Meeting. It is important for all cities to participate in this process by registering their voting delegate to attend the annual conference and actively engage in the voting process. All actual and necessary expenses incurred by Council Member Wes Speake for this trip, including any registration, meals, lodging, transportation, and airfare, will be paid for or reimbursed by the City, so long as and to the extent such expenses comply with Administrative Policy 01200.001, Travel and Other Expense Reimbursement Policy. Estimated total costs for the requested trip are listed below:

Registration	Meals	Lodging	Transportation	Airfare	Other (Please list)	Total*
\$700.00	\$ \$142.00	\$ 1251.42	\$361.86	\$257.96	\$	<b>\$2713.24</b>

\* Total cost is an estimate only, based on event information provided by requestor.

ATTACHMENTS: Hotel, Flight, Meal per diem and airport parking fees.

**PREPARED BY:** Angela Nieto **Date:** 8/9/2023  
Angela Nieto, Executive Assistant

**REQUESTED BY:** Wes Speake **Date:** 8/9/2023  
Wes Speake, Council Member

**COST ESTIMATED BY:** Kin Sifton **Date:** 8/9/2023  
Administrative Services Dept.

**APPROVED BY:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Mayor

Thank you for your purchase!

**Order SC-C-972789-FFRHR**

Date of purchase: 8/1/2023

Payment: Credit Card \*\*\*\* 2201

Bill To: Nieto, Angela

Gift Card: -

PO #:

**Bill To Address**

Angela Nieto

400 S Vicentia Ave # 315

Corona,CA 92882-2187

<b>INV-05289- N9K5K8</b>	<b>Full Conference - Member City - Speake, Wes</b>	<b>Price per unit</b>	<b>Quantity</b>	<b>Discount</b>	<b>Taxes</b>	<b>Charge</b>
		\$700.00	1	\$0.00	\$0.00	\$700.0

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<b>Total Charges</b>	\$700.00
<b>Sales Tax</b>	\$0.00
<b>Order Total</b>	\$700.00
<b>Gift Card</b>	\$0.00
<b>Previous Payments</b>	\$0.00
<b>Payment</b>	\$700.00
<b>Balance Due</b>	\$0.00

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### Meals & Incidentals (M&IE) rates and breakdown <sup>i</sup>

Use this table to find the following information for federal employee travel:

**M&IE Total** - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

**Breakfast, lunch, dinner, incidentals** - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. [See More Information](#)

**First & last day of travel** - amount received on the first and last day of travel and equals 75% of total M&IE.

Filter Results...

Primary Destination <sup>i</sup>	County <sup>i</sup>	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel <sup>i</sup>
Sacramento	Sacramento	\$69	\$16	\$17	\$31	\$5	\$51.75

Dates	Breakfast	Lunch	Dinner	Totals
Tuesday, September 19th	X	X	\$31.00	\$31.00
Wednesday, September 20th	\$16.00	Provided	\$31.00	\$47.00
Thursday, September 21 <sup>st</sup>	\$16.00	Provided	\$31.00	\$47.00
Friday, September 22nd	Provided	\$17.00	X	\$17.00
<b>TOTALS</b>	<b>\$32.00</b>	<b>\$17.00</b>	<b>\$93.00</b>	<b>\$142.00</b>

# You're all set, Wes!

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Confirmation number: ██████████

We sent the details to W.....@coronaca.gov.

## Hotel Information



**The Exchange Sacramento, Curio Collection by Hilton**

1006 4th Street Sacramento, California 95814 USA

+1 916-931-3300

## Stay Information

**19** SEP  
TUE — **22** SEP  
FRI

Check-in: 3:00 PM

Check-out: 11:00 AM

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out.

## Guest information

**Wes Speake**

Hilton Honors#: ██████████

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**1 room for 1 adult**

**1 King Bed - Flexible Rate**


Total room charge \$1,077.00

Total fees \$45.18

Total taxes \$129.24

**Total for stay: \$1,251.42**

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Payment  8668 Jan 2024

## Guarantee Policy

There is a credit card required for this reservation.

If you use a debit/credit card to check in, a hold may be placed on your card account for the full anticipated amount to be owed to the hotel, including estimated incidentals, through your date of check-out and such hold may not be released for 72 hours from the date of check-out or longer at the discretion of your card issuer.

## Cancellation policy

Free cancellation before 11:59 PM local hotel time on 18 Sep 2023.

At check in, the front desk will verify your check-out date. Rates quoted are based on check-in date and length of stay. Should you choose to depart early, price is subject to change.

We reserve the right to cancel or modify reservations where it appears that a customer has engaged in fraudulent or inappropriate activity or under other circumstances where it appears that the reservations contain or resulted from a mistake or error.

Totals listed here are estimated based on current taxes and exchange rates (if applicable) and do not include additional fees/charges that may be incurred during your stay.

## **Optional services for an additional charge**

### **Valet parking**

\$45.00 / night

### **Pets**

Pets allowed, \$75.00 non-refundable fee, 75 lbs maximum



1

2

3

**4 Your Information**

**Pick-Up**

Sacramento Intl Airport, SMF ⓘ

Tue, Sep 19, 4:30 PM

**Return**

Sacramento Intl Airport, SMF ⓘ

Fri, Sep 22, 1:00 PM



**Standard**

Volkswagen Jetta or similar ⓘ

5 Auto 1 2

Base Rate	\$269.97
Taxes & Fees	\$91.89
<b>Estimated Total</b>	<b>\$361.86</b>

or as low as **\$39/Month** ⓘ with **uplift**

[See Rate Terms](#)

- ✓ Unlimited Mileage
- ✓ \$0 Due Today
- ✓ Free Cancellation

# Thanks for flying with us!

Price Payment Confirmation

## Your flight is booked!

We're sending you a confirmation email to the address below. If the email hasn't arrived in 2 minutes, check your junk or spam folder. [angela.nieto@coronaca.gov](mailto:angela.nieto@coronaca.gov)

### Trip summary

Print


**Flight**

CONFIRMATION # [REDACTED]

SEP 19 - 24  
**ONT → SMF**

FLIGHT TOTAL  
**\$257.96**

**Add a car**

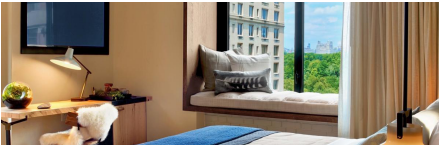


Book now. Pay later!  
**From \$347.39\*/week in Sacramento**

\*Taxes and fees excl. Terms apply.

**Book now**

**Add a hotel**

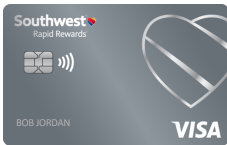


The perfect stay is moments away

WHERE ARE YOU HEADED?  
**Sacramento**

CHECK-IN: **09/19/2023** | CHECK-OUT: **09/24/2023**

**Search**



## Earn 50,000 points.

[Learn more](#)

The account information is only an estimate for a specific point in time. Please reference your Rapid Rewards® account for the most up-to-date information.

Your current balance: 0

**+50,000 points:** 50,000

Estimated total points: **50,000**

Feedback

## 9/19 - Sacramento



**100% free inflight entertainment\* — all on your devices.**

[Learn more](#)

\*Download the Southwest app to view movies and on-demand content. Inflight messaging only allows access to iMessage and WhatsApp. Apps must be downloaded before the flight.

SEP 19 - 24

## Ontario/LA, CA to Sacramento, CA

Confirmation # [REDACTED]

PASSENGERS

EST. POINTS

EXTRAS

FARE

PASSENGERS

EST. POINTS

EXTRAS

FARE

**Wes Speake**

+ 1,699<sup>PTS</sup>

—

Wanna Get Away Plus

Rapid Rewards® number >

Add Known Traveler # / Redress # >

Special Assistance >



**Transparency®: Defined**  
Low fares. Nothing to hide.



**Change fees don't fly with us**  
Flexibility for your travel plans.



**Add EarlyBird Check-In®**

**Departing**

9/19/23 Tuesday

**Wanna Get Away Plus**  
(Passenger x1)

**\$96.82**



DEPARTS

**3:00** PM

**ONT**

Ontario/LA, CA - ONT

FLIGHT



SCHEDULED AIRCRAFT

Boeing 737-700

Subject to change

Nonstop



ARRIVES

**4:20** PM

**SMF**

Sacramento, CA - SMF

TRAVEL TIME  
**1hr 20min**

SUBTOTAL

**\$96.82**

**Returning**

9/24/23 Sunday

**Wanna Get Away Plus**  
(Passenger x1)

**\$115.42**



DEPARTS

**11:25** AM

**SMF**

Sacramento, CA - SMF

FLIGHT



SCHEDULED AIRCRAFT

Boeing 737-700

Subject to change

Nonstop



ARRIVES

**12:45** PM

**ONT**

Ontario/LA, CA - ONT

TRAVEL TIME  
**1hr 20min**

SUBTOTAL

**\$115.42**

Taxes & fees

**\$45.72**

**Flight total**

**\$257.96**

Feedback

**Icon legend**



WiFi available



Live TV available

**Helpful Information:**

- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards points, your points balance may not immediately update in your account.
- REAL ID Requirement:** Do you have a **REAL ID**? Beginning May 7, 2025, you will need a state-issued **REAL ID** compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit [www.tsa.gov](http://www.tsa.gov) for a list of acceptable forms of ID and additional information regarding **REAL ID** requirement.



Book your hotel with us and earn up to 10,000 points per night.



The perfect stay is moments away

WHERE ARE YOU HEADED?

Sacramento

CHECK-IN

Tue, Sep 19, 2023

CHECK-OUT

Sun, Sep 24, 2023

ROOMS

1

ADULTS

1

CHILDREN

0

Search

## Payment summary

PAYMENT INFORMATION			AMOUNT PAID
		CARD HOLDER Corona City Council	\$257.96
		BILLING ADDRESS 400 S. Vicentia Ave. #315 Same Corona, CA US 92882	

## Total charged

You're all set for your upcoming trip.

Get ready to enjoy two bags for the price of none\*, no fees to change your flight\*\*, and some Southwest® love.  
\*First and second checked bags. Weight and size limits apply. \*\*Fare difference may apply.



SUBTOTAL

\$212.24

TAXES & FEES

\$45.72

TOTAL DOLLARS

\$257.96

Show price breakdown

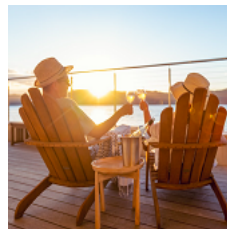
Feedback

## Earn up to 1,800 Rapid Rewards® points.

Plus save up to 30% off base rates with Budget®.



Book car >



### You've just landed a special offer of up to 45% off points!

Lock it in before this deal flies away – and boost your points balance now!

Buy points >