



CITY OF CORONA

CITY OFFICIAL ADVANCE TRAVEL REQUEST (AP 01200.001)

Council Member Randy Fox is requesting to travel to Washington D.C. to attend the Legislative Action Summit on September 23-26, 2018. The purpose of this trip is to enhance the governance skills and deepen the understanding of critical policy issues, learn from legislative professionals and meet political leaders.

All actual and necessary expenses incurred by Council Member Randy Fox for this trip, including 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*
\$495	\$184	\$870	\$141.37	\$451.61	\$72 airport parking	\$2,213.98

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

ATTACHMENTS: Legislative Action Summit draft agenda

PREPARED BY:

Kristian Duarte
Kristian Duarte

Date: 7/26/18

REQUESTED BY:

Randy Fox
Randy Fox

Date: 7/26/18

COST ESTIMATED BY:

J. Lempert
Administrative Services Dept.

Date: 7/26/18

APPROVED BY:

Mayor

Date: _____