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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Michelle Price, Administrative Coordinator  
Through: Chris Hladick, Interim City Manager  
Date: January 10, 2023  
Re: SWAMC Economic Summit & Membership Meeting

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The SWAMC Economic Summit and Membership meeting will be on March 2 and 3, 2023, at the Hotel Captain Cook in Anchorage.

As of January 10, 2023, the available funds in the Council travel budget are \$60,094.74.

Estimated travel costs for one traveler are:

Air Fare	\$ 1,348.00
Lodging in Anchorage	\$ 507.00
Registration Fees	\$ 330.00
Vehicle Rental	\$ -
Per Diem	\$ 580.00
<b>TOTAL</b>	<b>\$ 2,765.00</b>

The Travel Policy for the Mayor and Council indicates that no more than three Council Members are to travel to the same meeting or conference; that travel is conducted in the most direct and economic manner possible to accomplish City business; and that at least twenty-one days prior to an upcoming trip, the council will discuss the travel, identify the Council Members to travel, and approve the travel by motion.