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## MEMORANDUM TO COUNCIL

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To: Mayor and City Council Members  
From: Michelle Price, Administrative Coordinator  
Through: William Homka, City Manager  
Date: October 24, 2023  
Re: Washington DC Lobbying Trip

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The meetings for the Federal Lobbying Trip to Washington, DC are scheduled for December 11 - 13, 2023. To accommodate cost savings, the Mayor and those who attend the AML Meetings from December 4-8, can depart on Saturday, December 9 from Anchorage for the Lobbying trip, returning on Thursday, December 14.

**Estimated travel costs per person from Anchorage are:**

Round Trip ANC - DC	\$ 700.00
Lodging In DC	\$ 1,059.00
Lodging in ANC Return	\$ 169.00
Ground transportation	\$ 250.00
Per Diem	\$ 619.00
<b>TOTAL</b>	<b>\$2,797.00</b>

The current balance in the fiscal year's travel budget is \$76, 932.26, therefore there are sufficient funds to cover this expenditure.

The Council's Travel Policy states:

- no more than three Council Members may travel to the same meeting or conference;
- travel be conducted in the most direct and economic manner possible to accomplish City business;
- Council will discuss the travel, identify the Council Members to travel, and approve the travel by motion at least twenty-one days before the trip.