

Huntsville, Alabama

308 Fountain Circle Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting Meeting Date:	10/13/2022	File ID: TMP-1241
Department: Finance		
Subject:	Type of Action:	Approval/Action
Resolution authorizing travel expenses.		
Resolution No.		
Finance Information:		
Account Number: Varies		
City Cost Amount: \$ N/A		
Total Cost: \$ N/A		
Special Circumstances:		
Grant Funded: \$ N/A		
Grant Title - CFDA or granting Agency: N/A		
Resolution #: N/A		
Location:		
Address: N/A District: District 1 □ District 2 □ District 3 □ District	int 4 D Dintwint	5 🗖
District: District 1	rict 4 District	5 Ц
Additional Comments:		

RESOLUTION NO. 22 -

WHEREAS, the Finance Director has reviewed and submits for approval the attached itemized statements of travel expenses from city officials and employees. This resolution and the supporting documents are on file in the Office of the City Clerk-Treasurer.

BE IT RESOLVED, that the City Council of the City of Huntsville, Alabama, hereby approves the travel expense reports herein submitted.

ADOPTED this the 13th day of October, 2022.

President of the City Council of The City of Huntsville, Alabama

APPROVED this the 13th day of October, 2022.

Mayor of the City of Huntsville, Alabama

80.00 Employee Name: Justin Craft 20.00 \$18.15 \$51.00 \$ 8.15 \$64.14 No receipt 8/25/22 PE AL narcotics Officers Assoc Annual Conference \$0.00 \$0.00 Employee No.: \$51.00 \$64.14 \$51.00 Time: 8:00 AM No receipt Time: 4:00 PM 8/24/22 No receipt Wed \$50.73 \$0.00 \$0.00 \$50.73 \$51.00 \$50.73 No receipt 8/23/22 No receipt Tue Additional training Orange Beach, AL 36.90 V Date: 08/26/22 \$0.00 \$0.00 08/22/22 \$150.00 \$36.90 \$38.25 \$36.90 8/22/22 Mon Date: \$0.625 Lodging limit Meal Reimbursement Meal Ilmit (multi-day outside of Huntsville) 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Describe other costs here Mileage reimbursement Destination city, state: Travel Expense Report Event description: Purpose of trip: Faxi, shuttle, etc. City of Huntsville Vehicle rental Personal miles Meals (actual) Departed>> Breakfast Returned>> Registration Luggage fees Dinner Total Lunch Lodging Airfare Fuel

Jessica Winn

Departmental Contact:

Department:

Contact Phone #:

427-7002

\$156.78 \$0.00 \$0.00 \$0:00 \$0.00 \$0.00 \$0.00 **←** \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 esser of actual or Employee <u>li</u>wit \$156.78 To (From) \$0.00 \$0.00 Paid by PCard Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$0.00 \$150.00 \$150.00 Paid by T-Card Comments about the trip: Off Graham and Craft shared a hotel room. Officer Craft is NOT a City employee. \$0.00 \$0.00 City check 3430-41-00000-515520-00000000 3430-41-00000-515520-00000000 3430-41-00000-515520-0000000 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$150.00 \$229.50 \$156.78 \$0.00 \$0.00 \$0.00 **Total Cost** \$169.92 \$319.92 \$0.00 \$0.00 \$0.00 \$0.00 8/28/22 Sun \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: G/L Acct: Grand Total 8/27/22 Sat \$156.78 \$0.00 \$0.00 \$0.00 \$0.00 8/26/22 \$18.15 No receipt No receipt No receipt E Amount **Amount:** Amount Justin Craft Name: Name: Name: Describe other costs here - PAYMENT INFORMATION Employee No: Vendor No: Vendor No:

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Department Head approval / date Kiek brigs

9000

Debretek 9 100/22 Finance approval / date

Employee Name: Jesse Cunningham Employee No.:

Departmental Contact Department:

Jessica Winn 427-7002 Police Contact Phone #:

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 lesser of \$69.70 \$0.00 \$0.00 \$0.00 \$0.00 **→** \$0.00 \$0.00 actual or <u>H</u> Employee To (From) \$0.00 \$0.00 P-Card Pald by Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$809.08 \$809.08 \$959.08 \$150.00 Off Cunningham and Ownes shared a hotel room. Paid by T-Card Officer Cunningham is NOT a City employee. \$0.00 \$0.00 City check Paid 3430-41-00000-515520-00000000 3430-41-00000-515520-0000000 3430-41-00000-515520-00000000 \$0.00 \$0.00 \$0.00 \$809.08 \$0.00 \$150.00 \$229.50 \$69.70 \$0.00 \$0.00 \$809.08 \$81.00 Comments about the trip: \$1,040.08 **Total Cost** \$0.00 \$0.00 \$0.00 \$0.00 8/28/22 SE \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: G/L Acct: **Grand Total** 8/27/22 Sat \$0.00 \$0.00 \$0.00 \$0.00 \$69.70 8/26/22 No receipt No receipt \$18.70 No receipt Ξ \$0.00 \$202.27 \$18.70 \$51.00 \$18.70 \$202.27 \$62,30 Mot Itemized Amount Amount: Amount 8/25/22 AL narcotics Officers Assoc Annual Conference \$51.00 \$0.00 \$202.27 \$62.30 \$51.00 \$202.27 No receipt No receipt Пте: 4:00:РМ Time: 8:00 AM 8/24/22 No receipt Wed lesse Cunningham \$202,27 \$0.00 \$51.00 \$0.00 \$0.00 Not itemized Not itemized \$202.27 No receipt 8/23/22 Tee. Additional training Orange Beach, AL \$202.27 \$0.00 \$202.27 \$0.00 \$38.25 \$0.00 \$150.00 Name: Name: Name: Date: 08/22/22 Date: 08/26/22 3/22/22 Z Z \$0.625 Lodging limit Meal limit Meal Reimbursement 1 - GENERAL INFORMATION Describe other costs here Describe other costs here 2 - ACTUAL COST OF TRAVEL 3 - PAYMENT INFORMATION Mileage reimbursement Destination city, state: Event description: Taxi, shuttle, etc. Purpose of trip: Personal miles Vehicle rental Meals (actual) **Employee No: Breakfast** Returned>> Departed>> Registration Vendor No: Vendor No: Dinner Lunch Total Lodging Airfare 훒

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

G-SOS Department Head approval / date CLEX GILES

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City of Huntsville Travel Expense Report (multi-day outside of Huntsville)

Employee No.: N/A Employee Name: Russ Owens

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Department: Police
Departmental Contact: Jessica Winn
Contact Phone #: 427-7002

\$192.63 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 lesser of actual or \$0.00 \$0.00 \$0.00 \$192,63 imit To (From) **Employee** \$0.00 \$0.00 P-Card Paid by Owed BY employee (attach receipt from Clerk-Treasurer to report) Owed TO employee (employee will be reimbursed on earliest possible paycheck) \$0.00 \$150.00 \$150.00 T-Card Off Cunningham and Owens shared a hotel room. Paid by Officer Owens is NOT a City employee. \$0.00 \$0.00 City check 3430-41-00000-515520-00000000 3430-41-00000-515520-00000000 3430-41-00000-515520-00000000 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$379.50 \$273.52 \$229.50 \$192.63 \$150.00 Comments about the trip: **Total Cost** \$0.00 \$0.00 \$0.00 \$0.00 8/28/22 SE G/L Acct: \$0.00 G/L Acct: \$0.00 \$0.00 G/L Acct: **Grand Total** 8/27/22 Sat \$192.63 \$18.03 \$38.25 \$18:03 \$0.00 \$18.03 \$0.00 8/26/22 E Amount: \$21.04 \$64.60 20.00 \$51.00 \$51.00 \$0.00 \$85.64 Amount: Amount \$20.70 No receipt 8/25/17 4 AL narcotics Officers Assoc Annual Conference \$15.02 \$61.21 \$96.93 \$51.00 \$51.00 \$0.00 \$0.00 Time: 9:00 AM 8/24/22 Wed Russ Owens \$13.65 \$51.00 \$34.35 \$0.00 \$20.70 \$34.35 \$0.00 No receipt 8/23/22 Tue Additional training Orange Beach, AL \$24.98 \$38.25 Name: \$0.00 \$0.00 \$38.25 Name: Name: N \$13.59 \$38.57 Date: 08/22/22 Date: 08/26/22 \$150.00 8/22/22 Mon \$0.625 Meal Reimbursement Lodging limit Meal limit Describe other costs here Describe other costs here 3 - PAYMENT INFORMATION - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Mileage reimbursement Destination city, state: Event description: Taxi, shuttle, etc. Purpose of trip: Personal miles Employee No: Meals (actual) Vehicle rental Luggage fees Breakfast Vendor No: Registration Vendor No: Returned>> Departed>> Dinner Total Lunch Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Department Head approval / date

Habertain 9/30/20

Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) Crystal McKenzie 256-427-7401 \$190.85 \$100.00 Paid by T-Card \$0.00 \$0.00 City check 1000-42-42100-515790-00000000 1000-42-42100-515790-00000000 Paid 1000-42-42100-515790-00000000 Departmental Contact: Contact Phone #: \$0.00 \$0.00 \$0.00 \$90.85 Department: \$0.00 \$90.85 \$267.75 \$0.00 \$100.00 \$44.27 \$0.00 \$0.00 \$44.27 \$235.12 Comments about the trip: **Total Cost** \$0.00 \$0.00 \$0.00 \$0.00 9/20/22 Tue \$0.00 \$0.00 \$0.00 G/L Acct: \$0.00 G/L Acct: G/L Acct: **Grand Total** 9/19/22 Mon \$0.00 \$0.00 \$0.00 \$38.25 \$0.00 \$44.27 9/18/22 Sun \$0.00 \$0.00 \$0.00 \$0.00 Amount: Amount: Amount: Employee Name: James Dike 9/17/22 Sat Employee No.: 15044 \$0.00 \$0.00 \$0.00 \$0.00 9/16/22 8pm 6am Ξ James Dike \$27.47 Time: Time: \$0.00 \$0.00 \$27.47 \$38.25 \$27.47 Paratech University Class 9/15/22 Thu Continuing Education Tuscaloosa, AL \$16.80 \$100.00 \$0.00 \$90.85 \$90.85 \$38.25 \$16.80 Name: \$16.80 Name: Date: 09/15/22 Name: 09/14/22 9/14/22 Wed Date: \$0.585 Lodging limit Meal limit Meal Reimbursement 15044 (multi-day outside of Huntsville) 1 - GENERAL INFORMATION Describe other costs here Describe other costs here 3 - PAYMENT INFORMATION 2 - ACTUAL COST OF TRAVEL Mileage reimbursement Destination city, state: Travel Expense Report Event description: Faxi, shuttle, etc. Purpose of trip: Personal miles City of Huntsville Vehicle rental Meals (actual) Employee No: **Breakfast** Registration Departed>> Returned>> Vendor No: Vendor No: Dinner Lunch Total Lodging Fuel

\$0.00

\$0.00

lesser of

actual or limit

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\$0.00

\$0.00

\$90.85 \$90.85 \$0.00

\$44.27

\$0.00

\$0.00

\$44.27

\$0.00

\$0.00

Employee To (From)

Paid by P-Card

> Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances or March

Employee signature / date

Department Head approval / date

Employee Name: Calvin Hadden Employee No.: 13347

Crystal McKenzie 256-427-7401 Departmental Contact: Contact Phone #: Department:

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 → \$45.39 \$0.00 \$0.00 \$45.39 \$0.00 lesser of <u>≣</u> → Employee actual or To (From) \$0.00 \$0.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$94.50 \$90.85 \$90.85 \$100.00 \$285.35 Paid by T-Card \$0.00 \$0.00 City check 1000-42-42100-515790-00000000 1000-42-42100-515790-00000000 1000-42-42100-515790-00000000 Paid \$0.00 \$90.85 \$0.00 \$94.50 \$90.85 \$45.39 \$0.00 \$0.00 \$0.00 \$330.74 \$0.00 \$45.39 \$267.75 \$100.00 Comments about the trip: **Total Cost** \$0.00 \$0.00 \$0.00 \$0.00 9/20/22 Tue \$0.00 \$0.00 \$0.00 \$38.25 \$0.00 G/L Acct: G/L Acct: G/L Acct: **Grand Total** 9/19/22 Mon \$0.00 \$0.00 \$0.00 \$38.25 \$0.00 \$45.39 9/18/22 Sun \$0.00 \$0.00 \$0.00 \$0.00 Amount: Amount: Amount: 9/17/22 Sat \$0.00 \$0.00 \$38.25 \$0.00 \$0.00 9/16/22 6am 8pm £ Calvin Hadden Time: Time: \$94.50 \$0.00 \$38.25 \$0.00 \$25.61 \$25.61 \$25.61 Paratech University Class 9/15/22 무 Continuing Education Tuscaloosa, AL \$0.00 \$90.85 \$90.85 \$19.78 Name: \$19.78 \$19.78 Name: Name: \$100.00 Date: 09/15/22 Date: 09/14/22 9/14/22 Wed \$0.585 Meal Reimbursement Meal limit Lodging limit 13347 1 - GENERAL INFORMATION Describe other costs here Describe other costs here 3 - PAYMENT INFORMATION 2 - ACTUAL COST OF TRAVEL Mileage reimbursement Destination city, state: Event description: Faxi, shuttle, etc. Purpose of trip: Personal miles Vehicle rental Meals (actual) Employee No: **Breakfast** Vendor No: Vendor No: Departed>> Returned>> Registration Dinner Total Lunch Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Finance approval / date

Employee signature / date

Department Head approval / date

Employee Name: Allen Painter Employee No.: 14191

Fire Departmental Contact: Contact Phone #: Department:

Crystal McKenzie 256-427-7401

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101 / 21 003					Paid by T-Card	\$100.00					\$90.85	\$90.85											\$190.85	Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report)			
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	Comments about the trip:				Tue 9/20/22					\$0.00		\$0.00				\$0.00	\$38.25	\$0.00						e (employee		1000-42-42	1000-42-42 1000-42-42
	91		Į.		Mon 9/19/22					\$0.00		\$0.00				\$0.00	\$38.25	\$0.00					Grand Total	d TO employe Owe		G/L Acct:	G/L Acct: G/L Acct:
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					Sat 9/17/22					\$0.00		\$0.00				\$0.00	\$38.25	\$0.00								Amount:	Amount: Amount:
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		L rersity Class lucation	Time:		Thu 9/15/22					\$0.00		\$0.00			\$25.28	\$25.28	\$38.25	\$25.28								Allen Painter	
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1 - GENERAL INFORMATION		Event description: Purpose of trip:	Departed>> Returned>>	2 - ACTUAL COST OF TRAVEL		Registration	Airtare Vehicle rental	Fuel	Personal miles	iviileage reimbursement	Lodging	l Meals (actual)	Breakfast	Lunch	Dinner	Total		Meal Reir	Taxi, shuttle, etc.	Luggage fees	Describe other costs here	Describe other costs here			3 - PAYMENT INFORMATION	Employee No:	Vendor No:

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.



Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) 256-427-7401 \$90.85 \$90.85 \$190.85 \$100.00 Paid by T-Card \$0.00 \$0.00 City check 1000-42-42100-515790-00000000 1000-42-42100-515790-00000000 1000-42-42100-515790-00000000 Paid Contact Phone #: \$0.00 \$0.00 \$0.00 \$90.85 \$90.85 \$267.75 \$0.00 \$0.00 \$0.00 \$0.00 \$35.71 \$35.71 \$226.56 \$100.00 Comments about the trip: **Total Cost** \$0.00 \$0.00 \$38.25 \$0.00 \$0.00 9/20/22 Tue \$0.00 G/L Acct: G/L Acct: \$0.00 \$38.25 G/L Acct: \$0.00 **Grand Total** 9/19/22 Mon \$0.00 \$0.00 \$0.00 \$38.25 \$0.00 \$35.71 9/18/22 Sun \$0.00 \$0.00 \$38.25 \$0.00 Amount: Amount: Amount: \$0.00 9/17/22 Sat \$0.00 \$0.00 \$38.25 \$0.00 \$0.00 9/16/22 6am 8pm Michael Mahoney F Time: \$21.98 \$38.25 \$0.00 \$21.98 \$21.98 Time: \$0.00 Paratech University Class 9/15/22 루 Continuing Education Fuscaloosa, AL Name: Name: \$0.00 \$90.85 \$90.85 \$38.25 \$13.73 Name: \$100.00 \$13.73 \$13.73 Date: 09/14/22 Date: 09/15/22 9/14/22 Wed \$0.585 15052 Lodging limit Meal limit Meal Reimbursement (multi-day outside of Huntsville) Describe other costs here Describe other costs here - PAYMENT INFORMATION 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Mileage reimbursement Destination city, state: Event description: Taxi, shuttle, etc. Purpose of trip: Employee No: Personal miles Meals (actual) Vehicle rental **Breakfast** Vendor No: Departed>> Returned>> Registration Vendor No: Total Lunch Dinner Lodging Fuel

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\$0.00

\$0.00

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Employee To (From)

Crystal McKenzie

Departmental Contact:

Employee Name: Michael Mahoney

Travel Experise Report

City of Huntsville

Employee No.: 15052

Department:

\$0.00

\$0.00 \$0.00 \$0.00

\$35.71

\$35.71

\$0.00

06/00/29 BU Midelle Department Head approval / date

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

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Finance approval / date

\$0.00 \$0.00 Paid by P-Card Owed BY employee (attach receipt from Clerk-Treasurer to report) Owed TO employee (employee will be reimbursed on earliest possible paycheck) \$331.32 Jessica Winn \$331.32 \$150.00 \$481.32 427-7002 Pald by T-Card \$0.00 \$0.00 City check Paid 1000-41-41305-515790-00000000 1000-41-41305-515790-00000000 1000-41-41305-515790-00000000 Contact Phone #: Comments about the trip: \$0.00 \$0.00 \$150.00 \$0.00 \$331.32 \$228.75 \$331.32 \$131.93 \$0.00 \$0.00 \$0.00 \$131.93 \$613.25 **Total Cost** 80.08 \$0.00 \$0.00 \$0.00 22/08/6 Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances. E \$0.00 \$0.00 \$0.00 **Grand Total** G/L Acct: G/L Acct G/L Acct 9/29/22 Ę 141.93 \$0.00 \$0.00 \$0.00 9/28/22 Wed 57.21 \$0.00 80.00 \$61.00 \$7.21 \$9.70 \$7.21 \$10.78 No receipt \$77.48 \$7.21 Amount 9/2//22 Amount Amount Tre ROCOC:31st Annual Homicide Conference Time: 3:00 PM Time: 9:00 PM \$110.44 \$0.00 \$110.44 \$47.96 \$61.00 247.06 57.96 9/26/22 Mon leff Kreiter \$110.44 59.70 \$27.60 \$0.00 \$12.96 \$61.00 \$50.26 9/25/22 S Additional trainign Date: 09/24/22 Date: 09/28/22 Nashville, TN \$0.00 \$26.50 \$110.44 \$110.44 \$26.50 \$45.75 \$26.50 Name: Name: Name: 9/24/22 Sat (multi-day outside of Alabama) \$0.585 Lodging limit Meal Reimbursement Meal limit 14827 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL 3 - PAYMENT INFORMATION Mileage reimbursement Destination city, state: Event description: Purpose of trip: Taxi, shuttle, etc. Personal miles Vehicle rental Meals (actual) Departed>> Returned>> Registration Breakfast Luggage fees Employee No: Dinner Total Vendor No: Vendor No: Lunch Sulgpor Airfare Fuel

11.93

\$0.00 \$0.00 \$0.00 \$0.00

\$0.00 \$0.00 \$0.00

To (From) Employee

Police

Departmental Contact:

Department:

Employee Name: Jeff (reiter

Travel Expense Report

City of Huntsville

Employee No.: 14827

\$0.00

\$0.00

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141.93

25.15.7 \$0.00

> CG. 58.50 Department Head approval / date Year Courts

> > Employee signature / date

Finance approval / date

Paid by PCard Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$331.32 Jessica Winn \$150.00 \$522.36 427-7002 Paid by T-Card \$0.00 \$0.00 City check Departmental Contact: Paid 1000-41-41305-515790-00000000 1000-41-41305-515790-00000000 1000-41-41305-515790-00000000 Contact Phone #: \$0.00 \$0.00 Comments about the trip: \$0.00 \$331.32 \$228.75 \$120.12 \$0.00 \$331.32 \$0.00 \$41.04 \$0.00 \$642.48 \$120.12 **Fotal Cost** \$0.00 \$0.00 \$0.00 \$0.00 9/30/22 Ξ \$0.00 \$0.00 \$0.00 **Grand Total** G/L Acct: G/L Acct: G/L Acct: 9/29/22 Ę \$0.00 \$0.00 \$0.00 9/28/22 \$120.12 Wed Employee Name: Matthew Edger \$11.00 \$0.00 \$0.00 561.00 \$11.00 S11.00 Amount \$8.20 \$11.00 \$11.98.No receipt \$27.48 Amount 9/27/22 Amount Tue ROCOC 31st Annual Homicide Conference \$110.44 \$0.00 \$110.44 \$47.66 \$61.00 \$47.66 \$13.68 Time: 9:00 PM 9/26/22 Time: 3:00 PM Mon Matthew Edger 10.42 \$110.44 S 53.01 \$0.00 \$39.96 \$61.00 \$39.96 \$13.68 9/25/22 Additional trainign Date: 09/24/22 Date: 09/28/22 Nashville, TN \$0.00 \$110.44 25.50 \$110.44 \$150.00 \$21.50 \$45.75 \$13.68 9/24/22 Name: Name: Name: Sat (multi-day outside of Alabama) \$0.585 Meal Reimbursement Lodging limit Meal limit 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL 3 - PAYMENT INFORMATION Mileage reimbursement Destination city, state: Event description: Purpose of trip: Taxi, shuttle, etc. Personal miles Vehicle rental Meals (actual) **Employee No:** Departed>> Returned>> Registration **Breakfast** Daily Parking Luggage fees Vendor No: Vendor No: Dinner Lunch Total Lodging Fuel

\$0.00 \$0.00 \$0.00

To (From) Employee

Police

Department:

Employee No.: 14070

Fravel Expense Report

City of Huntsville

\$0.00

\$0.00

\$0.00

\$120.12

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\$0.00

\$0.00

\$120.12

\$0.00

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Finance approval / date

Employee signature / date

CG. 26.33

Department Head approval / date

Kee Courses

Employee No.: 11031 Employee Name: M. Bruce Pitts

Department: Legal

Departmental Contact: Contact Phone #:

Jennifer Cox 427-5034

						To (From)	Employee	20.00 50.00	\$0.00	\$0.00	\$0.00		\$892.53	←	lesser of	limit	→	\$0.00	. 4	\$0.00 \$0.00	00.00	\$0.00		\$892.53 \$0.00			23
						Paid by	P-Card	00.0000					\$0.00										\$350.00	ycheck) report)			
						Paid by	I-Card						\$0.00										\$0.00	st possible pa -Treasurer to			
						Paid	City Gleck						\$0.00						L			_	\$0.00	Owed TO emoloyee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report)		0000000	
	ut the trip:					1 0 1	\$350.00 F	\$0.00	\$0.00	\$0.00	\$0.00	\$892.53	\$892.53				\$0.00	\$306.00	Ş	\$0.00	\$0.00	\$0.00	\$1,242.53	vill be reimbu e (attach rece		1000-18-00000-515790-00000000	
	Comments about the trip:					Tue	Г				\$0.00		\$0.00				\$0.00	\$38.25		Γ				e (employee v d BY employe		1000-18-000	
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						Sun 9/25/22					\$0.00		\$0.00				\$0.00	\$0.00					G	Owed		\$892.53	
						Sat 9/24/22					\$0.00		\$0.00				\$0.00	\$0.00						S:		Amount:	Amount:
			8:00a	3:00p		Fri 9/23/22					\$0.00	\$297.51	\$297.51				\$0.00	\$0.00								Pitts	\prod
		es	Time:	Time		Thu 9/22/22					\$0.00	\$297.51	\$297.51				\$0.00	\$0.00								M. Bruce Pitts	
	Suff Shores	of Municipalit	09/21/22	22/52/60		Wed 9/21/22	\$350.00		Ī		\$0.00	\$297.51	\$297.51				\$0.00	\$0.00								Name:	Name: Name:
NO.		Alabama League Satisfy CLE	Date:	Date:	Æ.					\$0.625			Lodging limit			ax	Meal limit	Meal Reimbursement		-	ere	ere			NO	11031	
1 - GENERA! INFORMATION	Destination of the state.	Event description: Alabama League of Municipalities Purpose of trip: Satisfy CLE	Departed>>	Returned>>	2 - ACTUAL COST OF TRAVEL		Registration	Airfare	Vehicle rental	Personal miles	Mileage reimbursement	Lodging	Mosts (serting)	Breakfast	Lunch	Dinner	Total	Meal Rei	Taxi, shuttle, etc.	Luggage fees	Describe other costs here	Describe other costs here			3 - PAYMENT INFORMATION	Employee No:	Vendor No:

Employee certifies the costs above are actual, related to the event describ M Churs L

comply with City ordinances.

Employee No.: 12712

Employee Name: Lauren: McDaniel

Jessica Winn 427-7002 Police Departmental Contact: Contact: Phone #: **Department:**

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\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 esser of actual or \$35.72 \$0.00 \$0.00 \$0.00 \$35.72 <u>₹</u>→ \$0.00 Employee To (From) \$0.00 \$0,00 Paid by Pcard Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$112.65 \$112.65 Paid by T-Card \$0.00 \$0.00 City check Paid 1000-41-41101-515790-00000000 1000-41-41101-515790-00000000 1000-41-41101-515790-00000000 \$0.00 \$0.00 \$0.00 \$112.65 \$0.00 \$112.65 \$288.75 \$0.00 Comments about the trip: \$0.00 \$35.72 \$35.72 \$148.37 **Total Cost** \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 9/25/22 Sun \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: J G/L Acct: **Grand Total** 9/24/22 Sat \$0.00 \$0.00 \$0.00 \$35.72 9/23/22 Έ \$0.00 \$0.00 \$0.00 Amount Amount Amount: 9/22/22 Ę Written Exam for AL Polygrpah Examiners Board Time: 12:00 PM Time: 7:20 PM \$0.00 \$0.00 \$0.00 9/21/22 Wed Lauren McDaniel \$0.00 \$0.00 \$250.50 \$0.00 \$0.00 9/20/22 Tue Provided Certification Test Montgomery, AL \$112.65 \$0.00 \$112.65 09/19/22 Name: Date: 09/20/22 \$35.72 \$38.25 \$35.72 \$35.72 Name: Name: 9/19/22 Mon Date: \$0.625 Lodging limit Meal Reimbursement Meal limit 12712 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement 3 - PAYMENT INFORMATION Destination city, state: Event description: Purpose of trip: Taxi, shuttle, etc. Personal miles Vehicle rental Meals (actual) Breakfast Returned>> Employee No: Departed>> Registration uggage fees Dinner Vendor No: Total Vendor No: Lunch Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Department Head approval / date なれる言語

Con An

Hance approval / date

1 - GENERAL INFORMATION

Employee Name: Ricky McCarver 13771 Employee No.:

Departmental Contact: Contact Phone #: **Department:**

Jessica Winn 427-7002

\$0.00 \$0.00 \$0.00 \$0.00 lesser of actual or \$57.70 \$0.00 \$0.00 \$57.70 <u>≣</u> → Employee To (From) \$0.00 \$0.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurar to report) \$329.67 \$329.67 Off McCarver and Inv. Woods shared a hotel room Pald by T-Card \$0.00 \$0.00 City check Paid 1000-41-41204-515790-00000000 1000-41-41204-515790-00000000 1000-41-41204-515790-00000000 Comments about the trip: \$0.00 \$0.00 \$0.00 \$0.00 \$329.67 \$329.67 \$57.70 \$131.75 \$57.70 \$0.00 \$0.00 \$0.00 **Total Cost** \$387.37 \$0.00 \$0.00 \$0.00 9/18/22 SE \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: G/L Acct: **Grand Total** 9/17/22 Sat \$0.00 \$0.00 \$0.00 \$57.70 9/16/22 E 80.00 S0.00 \$12.25 \$25.50 Amount Amount: Amount 9/15/22 ₽ Provided AL investigator Academy (Block # 4 of 4) \$0.00 \$109.89 \$109.89 \$11.72 \$34.00 \$11.72 \$11.72 Tme: 5:00 PM Time: 3:00 PM 9/14/22 No receipt Wed Provided Ricky McCarver \$0.00 \$19.56 \$109.89 \$19.56 \$34.00 \$109.89 \$19.56 Tue 9/13/22 No receipt Provided Additional training Jacksonville, AL \$0.00 \$109.89 Date: 09/12/22 Date: 09/15/22 \$109.89 \$14.17 \$14.17 \$38.25 \$14.17 Name: Name: Name: 9/12/22 Mon \$0.585 Lodging limit Meal limit Meal Reimbursement 13771 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement 3 - PAYMENT INFORMATION Destination city, state: Event description: Purpose of trip: Faxi, shuttle, etc. Personal miles Vehicle rental Meals (actual) Departed>> Breakfast Returned>> Registration **Employee No:** Luggage fees Dinner Total Vendor No: Lunch Vendor No: Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Employee signature / date

C4:29:30 Department Head approval / date ire laures

Finance approval / date

(multi-day outside of Huntsville) - GENERAL INFORMATION **fravel Expense Report** City of Huntsville

Employee Name: Jeremy Woods Employee No.: 15141

Departmental Contact: Contact Phone #: **Department:**

Jessica Winn 427-7002

\$0.00 \$0.00 \$0.00 \$0.00 \ lesser of \$15.42 \$0.00 \$0.00 \$15.42 \$0.00 actual or <u><u></u><u></u><u></u><u></u><u></u> →</u> Employee To (From) \$0.00 \$0.00 Paid by PCard Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$329.67 Off McCarver and Inv. Woods shared a hotel room \$329.67 Pald by T-Card \$0.00 \$0.00 City check Paid 1000-41-41204-515790-00000000 1000-41-41204-515790-0000000 1000-41-41204-515790-00000000 \$0.00 \$0.00 Comments about the trip: \$0.00 \$0.00 \$0.00 \$329.67 \$329.67 \$131.75 \$0.00 \$0.00 \$0.00 \$15.42 \$15.42 \$345.09 **Total Cost** \$0.00 \$0.00 \$0.00 \$0.00 9/18/22 ş \$0.00 \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: G/L Acct: **Grand Total** 9/17/22 Sat \$15.42 \$0.00 \$0.00 \$0.00 9/16/22 Ξ \$0.00 \$0.00 \$15.42 \$15.42 \$25.50 \$15.42 Amount Amount Amount: 9/15/22 Thu Provided No receipt No receipt 0 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 AL investigator Academy (Block # 4 of 4) \$0.00 \$109.89 Time: 5:00 PM Time: 5:00 PM \$109.89 9/14/22 No receipt Wed Provided Jeremy Woods \$0.00 \$109.89 \$109.89 No receipt 9/13/22 Tue Provided Additional training Jacksonville, AL \$109.89 \$0.00 Date: 09/15/22 \$0.00 09/12/22 \$0.00 \$38.25 Name: Name: Name: 9/12/22 No receipt Mon Date: \$0.585 Lodging limit Meal Reimbursement Meal limit 15141 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement 3 - PAYMENT INFORMATION Destination city, state: Event description: Purpose of trip: Taxl, shuttle, etc. Personal miles Vehicle rental Meals (actual) Departed>> Returned>> Registration **Breakfast** Employee No: Luggage fees Dinner Total Vendor No: Lunch Vendor No: Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Employee signature / date

8.50.50 Department Head approval / date idea laises

Finance approval / date

(multi-day outside of Huntsville) 1 GENERAL INFORMATION Travel Expense Report City of Huntsville

Employee Name: Jeffrey Rice Employee No.: 11458

Jessica Winn 427-7002 Police Departmental Contact: Contact Phone #: **Department**:

\$0.00 \$0.00 \$0.00 \$0.00 **→** actual or Employee esser of \$61.50 \$0.00 \$0.00 \$0.00 \$0.00 \$61.50 \$0.00 To (From) \$0.00 \$0.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$250.86 Employee left one day early for conference (8/30) and \$250.86 Paid by T-Cand paid for all expenses on his own. \$0.00 \$300.00 \$300.00 City check 묾 1000-41-41100-515790-0000000 1000-41-41100-515790-00000000 1000-41-41100-515790-00000000 \$300.00 Comments about the trip: \$0.00 \$0.00 \$0.00 \$0.00 \$250.86 \$250.86 \$93.50 \$61.50 \$74.80 \$0.00 \$0.00 \$0.00 \$0.00 \$625.66 Total Cost \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 9/6/22 3 \$0.00 \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: G/L Acct: 9/5/22 **Grand Total** Mon \$0.00 \$0.00 \$0.00 \$0.00 \$61.50 9/4/22 Sun \$0.00 80.00 \$0.00 Amount Amount: Amount 9/3/22 Sat 2022 Annual Alabama LECC Conference \$0.00 \$0.00 \$27.50 \$27.50 \$34.00 \$27.50 Time: 8:00 AM Time: 8:30 PM 9/2/22 Provided E leffrey Rice \$0.00 \$125.43 \$125.43 \$47.30 \$34.00 \$34.00 \$47.30 9/1/22 Not itemized No receipt F Provided Additional training Orange Beach, AL Date: 08/31/22 Date: 09/02/22 \$125.43 \$0.00 \$125.43 \$300.00 \$25.50 \$0.00 \$0.00 Name: /31/22 Name: Name: Wed Provided \$0.625 Lodging limit Meal limit Meal Relmbursement 11458 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement 3 - PAYMENT INFORMATION Destination city, state: Event description: Purpose of trip: Taxl, shuttle, etc. Personal miles Vehicle rental Meals (actual) Departed>> Returned>> Breakfast Registration Employee No: uggage fees Dinner Lunch Total Vendor No: Vendor No: Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

26-06-20 Department Head approval / date Kizy bruss

A Now Muck

(multi-day outside of Huntsville) 1 - GENERAL INFORMATION Travel Expense Report City of Huntsville

Employee Name: Chris Riley Employee No.: 11215

Departmental Contact: Contact Phone #; Department:

Jessica Winn 427-7002

\$44.90 < \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 lesser of \$44.90 \$0.00 actual or <u><u><u></u><u><u></u><u></u><u></u><u></u></u></u></u> **Employee** To (From) \$0.00 \$0.00 Pald by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheds) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$250.86 Employee left one day early for conference (8/30) and \$250.86 Paid by T-Card paid for all expenses on his own. \$0.00 \$300:00 \$300.00 City check Pald 1000-41-41100-515790-00000000 1000-41-41100-515790-00000000 1000-41-41100-515790-00000000 \$0.00 \$0.00 Comments about the trip: \$300,00 \$0.00 \$0.00 \$93.50 \$44.90 \$0.00 \$0.00 \$0.00 \$0.00 \$596.61 \$250.86 \$250.86 \$45.75 Total Cost \$0.00 \$0.00 \$0.00 \$0.00 9/6/22 를 \$0.00 \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: G/L Acct: **Grand Total** 9/5/22 Mon \$44.90 \$0.00 \$0.00 \$0.00 9/4/22 SE \$0.00 \$0.00 \$0.00 Amount: Amount: Amount 27/5/6 Sat \$21.43 \$0.00 \$0.00 \$13.42 \$34.85 \$34.00 \$34.00 2022 Annual Alabama LECC Conference Time: 6:30 PM 9/2/22 Provided Ξ Chris Riley Time: \$125.43 \$0.00 \$10.90 \$34.00 \$10.90 \$10,90 \$125.43 No receipt 9/1/22 Provided Additional training Orange Beach, AL Date: 08/31/22 Date: 09/02/22 \$125.43 \$0.00 \$0.00 \$25.50 \$0.00 Name: Not itemized Name: \$300.00 Name: 8/31/22 Wed Provided \$0.625 Meal Reimbursement Lodging limit Meal limit 11215 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement - PAYMENT INFORMATION Destination city, state: Event description: Taxi, shuttle, etc. Purpose of trip: Personal miles Vehicle rental Meals (actual) Employee No: Breakfast Departed>> uggage fees Returned>> Registration Vendor No: Dinner Vendor No: Total Lunch Airfare Lodging Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

St. 20.32 Department Head approval / date har lowes

Employee Name: Steve Graham Employee No.: 11390

Departmental Contact: Department

Contact Phone #:

Jessica Winn 427-7002

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 lesser of \$0.00 \$0.00 \$160.72 \$0.00 \$160.72 \$0.00 \$0.00 actual or iii. To (From) Employee \rightarrow \$0.00 \$0.00 P-Card Paid by Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$806.08 \$806.08 \$150.00 \$959.08 Paid by T-Card Off Graham and Craft shared a hotel room \$0.00 \$0.00 City check 3430-41-00000-515520-00000000 \$0.00 \$0.00 \$0.00 \$809.08 Comments about the trip: \$150.00 \$160.72 \$0.00 \$0.00 \$809.08 \$229.50 \$0.00 \$0.00 \$178.61 \$1,137.69 **Fotal Cost** \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 8/28/22 SE \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: 8/27/22 **Grand Total** Sat \$0.00 \$0.00 \$38.25 \$10.53 \$10.53 \$10.53 \$160.72 8/26/22 No receipt No receipt No receipt E \$0.00 \$202.27 550.60 \$18,29 \$51.00 \$31.00 Amount: Amount: 8/25/22 Ē AL narcotics Officers Assoc Annual Conference \$202.27 \$0.00 Time: 9:00 AM Time: 4:00 PM \$202.27 \$46.75 \$46.75 \$51.00 \$46.75 8/24/22 No receipt Wed Steve Graham \$202.27 \$0.00 \$24.18 \$51.00 \$24.18 \$202.27 \$24.18 No receipt 8/23/22 \$7.68 No receipt Tue Additional training Orange Beach, AL \$20.61 Date: 08/22/22 Date: 08/26/22 \$202.27 \$0.00 \$28.26 \$38.25 \$28.26 \$150.00 \$202.27 Name: Name: 8/22/22 Mon \$0.625 Lodging limit Meal Reimbursement Meal limit 11390 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement - PAYMENT INFORMATION Destination city, state: Event description: Taxi, shuttle, etc. Purpose of trip: Personal miles Vehicle rental Meals (actual) Breakfast Employee No: Luggage fees Departed>> Returned>> Registration Vendor No: Dinner Total Lunch Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Employee signature / date

C. 30 33 Department Head approval / date Kiec Louis

Finance approval / date

3430-41-00000-515520-0000000

G/L Acct:

Amount:

Name:

Vendor No:

3430-41-00000-515520-00000000

Employee No.: 13759 Employee Name: Dustin Bragg

Departmental Contact: Contact Phone #: Department:

Jessica Winn 427-7002 Police

\$0.00 \$0.00 \$0:00 \$0.00 \$0.00 esser of \$0.00 actual or \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 <u>≣</u>→ \$191.03 \$191.03 Employee To (From) \$0.00 \$0.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheds) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$809.08 \$959.08 \$150.00 Paid by T-Card Off Bragg and Lee shared a hotel room \$0.00 \$0.00 City check 3430-41-00000-515520-00000000 Paid 3430-41-00000-515520-00000000 3430-41-00000-515520-00000000 \$150.00 \$0.00 \$0.00 \$809.08 \$0.00 \$229.50 Comments about the trip: \$191.03 \$809.08 \$211.96 \$1,171.04 **Total Cost** \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 8/28/22 Sun \$0.00 \$0.00 G/L Acct: G/L Acct: \$0.00 \$0.00 \$0.00 G/L Acct: **Grand Total** 8/27/22 Sat \$0.00 \$0.00 \$9.18 \$11.53 \$38.25 \$20.71 \$20.71 \$191.03 8/26/22 E \$18.00 No rec apt | \$11.43 \| \$39.60 \| \$0.00 \$51.03 \$51.00 Amount \$202.27 \$202.27 \$51.00 **Amount:** Amount 8/25/22 E AL narcotics Officers Assoc Annual Conference \$202.27 \$0.00 Time: 8:00 AM Time: 5:00 PM \$51.00 \$51.00 \$202.27 \$71.36 8/24/22 lo receipt Wed **Dustin Bragg** \$18.00 \$12.65 \$202.27 \$0.00 \$20.89 \$51.54 \$51.00 \$202.27 \$51.00 8/23/22 Tue Additional training Orange Beach, AL Date: 08/22/22 Date: 08/26/22 \$0.00 \$17.32 \$202.27 \$202.27 \$17.32 \$38.25 \$17.32 Name: Name: \$150.00 Name: 8/22/22 Mon \$0.625 Lodging limit Meal limit Meal Reimbursement 13759 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here - PAYMENT INFORMATION Mileage reimbursement Destination city, state: Event description: faxi, shuttle, etc. Purpose of trip: Personal miles Vehicle rental Meals (actual) Employee No: Breakfast Returned>> Luggage fees Departed>> Registration Vendor No: Dinner Total Vendor No: Lunch Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Department Head approval / date Kac bugs

G 20.33

Finance approval / date

Employee Name: Phillip Lee Employee No.: 12464 Time: 9:00 AM \$53.90 \$0.00 \$36.85 \$0.00 \$90.75 \$51.00 Not itemized No receipt 8/24/22 Wed \$19.79 \$20.98 \$0.00 \$0.00 \$40.77 \$51.00 \$40.77 8/23/22 Tee Additional training Orange Beach, AL Date: 08/22/22 Date: 08/26/22 \$17.32 \$0.00 \$0.00 \$23.83 \$41.15 \$38.25 \$38.25 3/22/22 Mon \$0.625 Lodging limit Meal Reimbursement Meal limit (multi-day outside of Huntsville) 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Mileage reimbursement Destination city, state: ravel Expense Report Event description: Purpose of trip: City of Huntsville Personal miles Vehide rental Meals (actual) Breakfast Departed>> Returned>> Registration Dinner Total Lunch Lodging Airfare Fe

Departmental Contact: Contact Phone #: Department:

Jessica Winn 427-7002

\$194.26 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 actual or limit \$0.00 \$0.00 \$0.00 \$0.00 \$194.26 To (From) Employee \rightarrow \$0.00 \$0.00 Pald by P-Card Owed BY employee (attach receipt from Clerk-Treasurer to report) Owed TO employee (employee will be reimbursed on earliest possible paycheck) \$0.00 \$150.00 \$150,00 Paid by T-Card Off Bragg and Lee shared a hotel room \$0.00 \$0.00 City check Paid 3430-41-00000-515520-00000000 \$0.00 \$0.00 \$150.00 Comments about the trip: \$194.26 \$0.00 \$229.50 \$0.00 \$0.00 \$0.00 \$379.50 \$254.91 **Fotal Cost** \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 8/28/22 3 \$0.00 \$0.00 \$0.00 G/L Acct: **Grand Total** 22/12/8 Sat \$0.00 \$0.00 \$13.24 \$13.24 \$38.25 \$13.24 \$194.26 8/26/22 Ng receipt E \$20.00 \$69.00 \$0.00 \$0.00 \$51.00 Amount: No receipt 8/25/22 Ę AL narcotics Officers Assoc Annual Conference \$51.00 Philip Lee Name: Name: 12464 Describe other costs here Describe other costs here - PAYMENT INFORMATION Taxi, shuttle, etc. Employee No: uggage fees Vendor No: Vendor No:

Name:

Amount Amount:

G/L Acct: G/L Acct:

3430-41-00000-515520-0000000

3430-41-00000-515520-00000000

Libertuin 9/20/27 Finance approval / date

Employee signature / date

Department Head approval / date KION LOKES

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

B. 20.00

Employee Name: Joseph Kennington Employee No.: 13977

Jessica Winn 427-7002 Departmental Contact: Contact Phone #: Department:

\$0.00 \$0.00 \$0:00 \$0.00 \$0.00 \$0.00 **←** lesser of actual or \$0.00 \$0.00 <u>ā</u>→ \$196.29 To (From) Employee \$0.00 \$0.00 P-Card Paid by \$809.08 5150.00 \$959.08 Paid by I-Card \$0.00 \$0.00 City check Paid \$0.00 \$0.00 \$0.00 \$80608\$ \$0.00 \$150.00 \$809.08 \$196.29 \$0.00 Comments about the trip: \$229.50 \$0.00 \$257.63 \$1,188.58 **Total Cost** \$0.00 \$0.00 \$0.00 \$0.00 8/28/22 \$0.00 \$0.00 \$0.00 **Grand Total** 8/27/22 Sat \$14.04 \$0.00 \$0.00 \$14.04 \$38.25 \$14.04 \$20.48 No receipt No receipt 8/26/22 E \$0.00 \$202.27 31.56 \$42.10 \$202.27 \$51.00 \$51.00 8/25/22 File AL narcotics Officers Assoc Annual Conference \$202.27 Time: 9:00 AM Time: 8:00 PM \$0.00 \$65.08 \$85.56 \$51.00 \$51.00 \$202.27 8/24/22 \$14.85 No receipt Wed \$20.484 \$202.27 \$0.00 \$202.27 \$19.79 \$51.00 \$55.12 \$51.00 8/23/22 Tue Additional training Orange Beach, AL \$8.79 \$20.46 Date: 08/22/22 Date: 08/26/22 \$0.00 \$202.27 \$29.25 \$202.27 \$29.25 \$38.25 \$150.00 8/22/22 No receipt Mon \$0.625 Meal Reimbursement Lodging limit Meal limit · GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement Destination city, state: Event description: Purpose of trip: Taxi, shuttle, etc. Personal miles Vehicle rental Meals (actual) Breakfast Departed>> Returned>> Registration uggage fees Dinner Total Lunch

Lodging

Airfare

Fuel

3 - PAYMENT INFORMATION

13977 Employee No: Vendor No: Vendor No:

Joseph Kennington Name: Name: Name:

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Amount: Amount: Amount:

G/L Acct: G/L Acct: G/L Acct: \$196.29

3430-41-00000-515520-00000000 3430-41-00000-515520-00000000 3430-41-00000-515520-00000000

\$0.00

\$196.29

Owed TO employee (employee will be reimbursed on earliest possible paycheck)

Owed BY employee (attach receipt from Clerk-Treasurer to report)

KNOWKUN 9 30 3V

Se. 30.30

Department Head approval / date Kied sices

(multi-day outside of Huntsville) 1 - GENERAL INFORMATION Travel Expense Report City of Huntsville

Employee Name: Matthew-John Comstock Employee No.: 17085

Jessica Winn 427-7002 Departmental Contact: Contact Phone #: Department:

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 **←** lesser of \$0.00 \$0.00 \$0.00 28-68 * Employee To (From) \$0.00 \$6.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$107.37 Officer Comstock and Hartley shared a hotel room \$107.37 Paid by T-Card \$0.00 \$0.00 City check Paid 1000-41-41204-515790-0000000 1000-41-41204-515790-00000000 1000-41-41204-515790-00000000 \$0.00 \$0.00 \$0.00 Comments about the trip: \$0.00 \$0.00 \$107.37 \$76.50 \$107.37 \$43.94 \$42.64 \$0.00 \$0.00 \$0.00 **Total Cost** \$0.00 \$151.31 \$0.00 \$0.00 \$0.00 \$0.00 9/17/22 Sat \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: G/L Acct: 9/16/22 **Grand Total** Ξ \$0.00 \$0.00 \$0.00 \$0.00 9/15/22 를 \$0.00 \$0.00 \$0.00 Amount: 9/14/22 Amount: Amount: Wed Gangs- Secret Codes, Signs, & Symbols Training \$0.00 \$0.00 \$0.00 Time: 8:00 PM Time: 8:00 PM 9/13/22 Name: Matthew-John Comstock 重 Provider \$12.98 24.29 \$0.00 \$0.00 95.313 \$4.39 \$39.55 \$38.25 **25.6** \$38.25 9/12/22 Mon Additional training Montgomery, AL \$4.39 \$0.00 \$107.37 Date: 09/12/22 \$107.37 \$4.39 Date: 09/11/22 Name: Name: 9/11/22 Sur \$0.625 Lodging limit Meal Reimbursement Meal limit 17085 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement Destination city, state: 3 - PAYMENT INFORMATION Event description: Purpose of trip: faxi, shuttle, etc. Personal miles Vehicle rental Meals (actual) Departed>> Returned>> Registration **Breakfast** Employee No: -uggage fees Dinner Total Vendar No: Lunch Vendor No: Lodging Airfare Fee

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

人にいいい Coltでき OK・「リート」Department Head approval / date

Griffiek Finarice approval / date

(multi-day outside of Huntsville) 1 - GENERAL INFORMATION **Travel Expense Report** City of Huntsville

Employee Name: Stuart Hardey Employee No.: 17309

Jessica Winn 427-7002 Departmental Contact: Contact Phone #: Department:

\$8.67 \$\$.67 \$0.00 \$0.00 \$0.00 PENER! \$0.00 \$0.00 actual or \$55.86 38.67 \$0.00 \$0.00 \$0.00 lesser of iji. Iji. \$0.00 Employee To (From) \$0.00 \$0.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$107.37 Officer Comstock and Hartley shared a hotel room \$107.37 Paid by T-Card \$0.00 \$0.00 City check Paid 1000-41-41204-515790-00000000 1000-41-41204-515790-00000000 1000-41-41204-515790-00000000 \$0.00 \$0.00 \$0.00 Comments about the trip: \$0.00 \$0.00 \$0.00 \$0.00 \$76.50 \$51.51 \$0.00 **Total Cost** \$56.88 \$0.00 \$0.00 \$56.88 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 9/17/22 Sat \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: 9/16/22 G/L Acct: **Grand Total** Έ \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 9/15/22 38.67 Ē \$ 8 \$0.00 50.00 50.00 50.00 9/14/22 Amount **Amount:** Amount: W'ed Gangs- Secret Codes, Signs, & Symbols Trainin 3 Time: 8:00 PM \$0.00 \$0.00 \$0.00 9/13/22 Tue Stuart Hartley Provided \$18.23 \$0.00 \$0.00 \$43.62 \$38.25 25.4338.25 25.4 9/12/22 Mon Additional training Montgomery, AL \$13.26 09/11/22 \$0.00 Date: 09/12/22 \$0.00 \$13.26 \$13.26 Name: Name: Name: 9/11/22 Sun Date: \$0.625 Lodging limit Meal Reimbursement Meal limit 17309 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement 3 - PAYMENT INFORMATION Destination city, state: Event description: Purpose of trip: Faxi, shuttle, etc. Personal miles Vehide rental Meals (actual) Returned>> **Breakfast** Departed>> Registration Employee No: Luggage fees Total Dinner Vendor No: Vendor No: Lunch Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Department Head approval / date KRL Laures

CC.SJ.50

Finance approval / date

Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) 427-7002 \$0.00 \$300,00 \$300.00 City check 1000-41-41100-515790-00000000 1000-41-41100-515790-0000000 1000-41-41100-515790-0000000 Contact Phone #: \$300.00 \$0.00 Comments about the trip: \$0.00 \$0.00 \$250.86 \$250.86 \$93.50 \$47.15 \$47.15 \$0.00 \$0.00 \$0.00 \$0.00 Total Cost \$598.01 \$0.00 \$0.00 \$0.00 \$0.00 9/6/22 ž \$0.00 \$0.00 \$0.00 G/L Acct: G/L Acct: G/L Acct: 9/5/22 **Grand Total** Mon \$0.00 \$0:00 \$0.00 \$47.15 9/4/22 Sun \$0.00 18 18 18 \$0.00 \$0.00 \$0.00 **Amount:** Amount 9/3/22 Amount Sat 2022 Annual Alabama LECC Conference \$0.00 \$0.00 \$34.00 Time: 7:30 PM \$0.00 Time: 6:00 AM 9/2/22 \$10.46 No receipt No receipt Provided Ξ Employee certifies the costs above are actual, related to the event des Kirk Giles \$125.43 \$0.00 \$125.43 \$29.74 \$29.74 \$34.00 \$29.74 9/1/22 \$6.95 Provided 节 Additional training Orange Beach, AL Date: 08/31/22 Date: 09/02/22 \$125.43 \$0.00 \$125.43 \$300.00 \$25.50 \$17.41 \$17.41 Name: 8/31/22 Name: Name: Wed Provided \$0.625 Lodging limit Meal Reimbursement Meal limit 3643 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement Destination city, state: 3 - PAYMENT INFORMATION Event description: Purpose of trip: Taxi, shuttle, etc. Personal miles Vehicle rental Meals (actual) Breakfast Departed>> Returned>> Registration Employee No: uggage fees Dinner Total Vendor No: Vendor No: Lunch Airfare Lodging Fuel

\$0.00 \$0.00 \$0.00

Employee

To (From)

Pald by P-Card

Paid by PL ST

Jessica Winn

Departmental Contact:

Department:

Employee Name: Kirk Giles

(multi-day outside of Huntsville)

Travel Expense Report

City of Huntsville

Employee No.: 3643

\$0.00

\$0.00

\$0.00

\$250.86 \$250.86 actual or

<u>≣</u>→

\$47.15

\$0.00 \$0.00

\$0.00

\$0.00

\$47.15

\$250.86

July also 930 /22 Finance approval / date

Department Head approval / date

S. 85.5

NEW DIES

Employee signature / date

ped abpregalld togaply with City orginances.

Employee Name: John Lang Employee No.: 1782,2

Departmental Contact: Contact Phone #: Department:

1 - GENERAL INFORMATION												
Destination city, state:	Gulf Shores, AL	Ļ				<u> </u>	Comments about the trip:	out the trip:				
Event description:	Alabama Leag	Alabama League of Municipalities Fall Law Conference	valities Fall Lav	w Conference								
:d			ation									
Date: Date: Date:	09/22/22	Time:	5:30 AM			NY						
	J											
2 - ACTUAL COST OF TRAVEL												
	₽	Έ	Sat	Ī	Mon	Tue	Wed		Paíd	Paid by	Paid by	To (From)
	9/22/22	/9/23/22	9/24/22	9/25/22	8/26/22	22/12/6	9/28/22	Total Cost	City check	T-Card	P-Card	Employee
Airford	\$475.00	,		1				\$475.00			\$475.00	\$0.00
Vehicle rental				1				\$0.00 L				\$0.00
Fuel				1				\$0.00				20.00
Personal miles \$0.625	377.		377						_			90.00
Mileage reimbursement	\$235.63		\$235.63	\$0.00	\$0.00	\$0.00	\$0.00	\$471.26				\$471.26
	235.75	5 235.75						471.50				
Lodging	5246.75							\$498.50				02.114
Lodging limit	\$246.75	\$246.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$493.50	\$0.00	\$0.00	\$0.00	25.00%
Meals (actual)	81.8				St.	0						←
Breakfast	88-75											lesser of
Lunch	\$18.20			1								actual or
Dinner												limit
Total Mast limit	\$26.18	\$0.00	\$0.00	20.00	20.00	\$0.00	\$0.00	\$26.18				→
Meal Reimbursement		\$0.00	\$0.00	\$45.75 S0.00	\$45.75	\$45.75	\$45.75	\$355.50 \$26.18				\$26.18
Taxi, shuttle, etc.								50 07	_			8
Luggage fees					İ			\$0.05 00.05	•			9.00
Describe other costs here Parkin	11,00	11.00						\$8.00 22.00	2.00		9	22.00 \$0.00-
Describe other costs here	7							\$0.00			•	\$0.00
					•	Grand Total		\$1,465.94	\$0.00	\$0.00	\$475.00	
				O	wed TO em	ployee (emp	sloyee will b	e reimbursec	on earliest	Owed TO employee (employee will be reimbursed on earliest possible paycheck)	check)	\$990.94
						Owed BY e	mpioyee (a)	tach receipt	rom Clerk-	Owed BY employee (attach receipt from Clerk-Treasurer to report)	eport)	\$0.00
3 - PAYMENT INFORMATION												
Employee No: 17832 Vendor No:	Name:	John Lang	Lang	Amount: Amount:	\$990.94	G/L Acct: G/L Acct:	1000-14	1000-14-14100-515790-00000000	000000			
Vendor No:] Name:			Amount:		G/L Acct:						
in a												

Employee certifles the costs above are actual, related to the event described above, and comply with City ordinances.

Employee signature / date

Department Head approval / date

1 - GENERAL INFORMATION

Employee No.: 10681

Employee Name: Snyder Kimon Washington

Department: Human Resor

Departmental Contact:

256-883-3726 Ashley Janes Contact Phone #:

				To (From)	Fornioves	40.00	\$0.00	\$0.00	\$61.46		\$0.00		\$0.00	~	lesser of	actual or	imit I	>	\$49.00	Ç	\$0.00	\$0.00	\$0.00		\$110.45	\$0.00				
				Paid in	P.Card	\$500.00	200000					`	\$0.00										4	\$500.00	vrhock)	report)				
	worker's			Paid by	T-Card							\$842.04	\$842.04								Ī	\$45.00		\$887.04	possible na	reasurer to				
	ir administering on hours			Paid	City check				-11				\$0.00								_	-		\$0.00	on earliest	from Clerk-1				
out the trip.	rous conterence required for administering worker's compensation hours				Total Cost	\$500.00	\$0.00	\$0.00	\$61.46	4	\$0.00	\$842.04	\$842.04				¢40 00	\$350.75	\$49.00	\$0.00	\$0.00	\$45.00	\$0.00	\$1,497.50	Owed TO employee (employee will be reimbursed on earliest possible	Owed BY employee (attach receipt from Clerk-Treasurer to report)				
ASIA ronfernoso facultas				F	8/12/22					40.00	\$0.00		\$0.00				ÇÜÜÇ	\$45.75	\$0.00	Γ					lovee will be	nployee (att				
, _	4			Thu	8/11/22					- 000	20.00 \$0.00		\$0.00				S) C)	\$45.75	\$0.00					Grand Total	olovee (emp	Owed BY er		G/L Acct:	G/L Acct:	G/L Acct:
				Wed	8/10/22					- 00	20.00		\$0.00	İ		T	\$0.00	\$45.75	\$0.00					0	wed TO em			\$110.46		
				Tue	8/9/22				\$26.19	0000	20.00		\$0.00		\$10.58 /		\$10.58	\$45.75	\$10.58						ő			Amount	Amount	Amount
		1:00 PM 8:00 PM		Mon	8/8/22					00.00	20.00	\$280.68	\$280.68				\$0.00	\$61.00	\$0.00		Parking	\$15.00						Vashington		
h, Ft		Time:		Sun	8/7/22					çovo	20.00	\$280.68	\$280.68		20	\$20.95	\$20.95	\$61.00	\$20.95		parking Pa	\$15.00						Name: Snyder Kimon Washington		
Miramar Beach, Ft		08/06/22		Sat	8/6/22	\$500.00			\$35.27	00.05	2	\$280.68	\$280.68			\$17.47	\$17.47	\$45.75	\$17.47		Parking p	\$15.00						Name: S	Name:	Name:
		Date:	TRAVEL		1				200			<u> </u>	Lodging limit				Ĭ	Meal limit	Meal Reimbursement	Ц		s here	s here				MATION	10681		
Destination city, state:	Event description: ASIA Conferenc Purpose of trip: ASIA conferenc	Departed>> Returned>>	2 - ACTUAL COST OF TRAVEL			Registration	Airfare	Vehicle rental	Fuel Personal míles	Mileage reimbursement		Lodging		Meals (actual) Breakfast	Lunch	Dinner	Total		Meal R	Taxi, shuttle, etc.	Luggage fees	Describe other costs here	Describe other costs here				3 - PAYMENT INFORMATION	Employee No:	Vendor No:	T was former

verse actual, related to the event described above, and domply with City ordinances.

Employee No.: 1830,タ Employee Name:

Mclissa Huppen berger

Departmental Contact: Contact Phone #: Department:

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$33.00 \$0.00 \$0.00 \$161.65 actual or limit \$128.65 To (From) Employee 1000-50 . 00000 . 515790. 000000000 \$0.00 \$125.00 \$125.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$898.86 \$791.00 \$791.00 \$107.86 Paid by T-Card Comments about the trip: Training to advance veterinary surgery skills in North \$0.00 \$0.00 City check Paid Carolina \$0.00 \$0.00 \$791.00 \$791.00 \$381,25 \$125.00 \$107.86 \$0.00 \$128.65 \$0.00 \$0.00 \$0.00 \$33.00 \$128.65 \$1,185.51 **Total Cost** \$0.00 \$0.00 \$0.00 \$0.00 8/13/22 ž G/L Acct: G/L Acct: 530.58 \$0.00 00-1646 \$0.00 \$45.75 \$0.00 **Grand Total** G/L Acct: \$791.00 8/12/22 E \$18.78 \$0.00 \$46.89 \$61.00 \$46.89 \$15.00 \$28.11 \$0.00 \$161.65 8/11/22 룓 \$15.00 \$13.78 \$23.41 \$61.00 80.0 50.00 \$0.00 \$0.00 \$42.19 Amount: Amcunt: Amount: 8/10/:2 Wed \$18.47 \$3.00 \$77.28 \$0.00 \$61.00 Time: 8:00 AM Time: 5:00 PM \$18.47 \$18.47 8/9/22 Melissa Huppenberger Tue \$11.48 \$9.62 \$21.10 \$0.00 \$21.10 8/8/22 Mon 158.20 Name: \$0.00 Name: Name: Date: 08/07/22 Date: 08/12/22 \$45.75 \$0.00 \$0.00 \$125.00 8/7/22 Sun \$0.625 Lodging Ilmit Meal Reimbursement Meal limit 18362 3 - PAYMENT INFORMATION - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement Destination city, state: Event description: Faxi, shuttle, etc. Purpose of trip: Personal miles Vehicle rental Meals (actual) **Employee No:** Breakfast uggage fees Vendor No: Vendor No: Registration Departed>> Returned>> Dinner Total Luch Lodging Airfare Fuel

Employee certifies the costgabove argactual, related to the event

ibed above, and/comply y

Department Head approval / date

Employee signature / date

Finance approval / date

Employee Name: BILL STEINER Employee No.: 13960

Departmental Contact: Department:

TRACY ROSSER 256-427-5097 Z Contact Phone #:

\$0.00 940.18 712.10 \$0.00 \$0.00 \$4,381.66 \$145.00 \$0.00 \$0.00 \$0.00 \$0.00 actual or lesser of Employee To (From) \$0.00 \$0.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) FLIGHT HOME CANCELLED ADDED EXTRA NIGHT FOR F \$198.58 \$198.58 \$976.95 \$778.37 Paid by T-Card \$0.00 \$0.00 City check 1000-17-17100-515790-1000-17-17100-515790-1000-17-17100-515790-\$778.37 \$0.00 \$851.66 \$851.66 \$0.00 \$0.00 \$0.00 \$0.00 \$145.00 \$0.00 \$0.00 \$350.75 \$186.92 \$186.42 \$1,961.95 Comments about the trip **Total Cost** \$0.00 \$0.00 \$45.75 \$0.00 \$0.00 8/13/22 Sat \$0.00 \$0.00 \$0.00 \$45.75 \$0.00 **Grand Total** G/L Acct: G/L Acct: G/L Acct: 8/12/22 Έ 940.18 \$26.40 \$0.00 \$0.00 \$7.26 \$33.66 \$70.00 \$389.18 \$33.66 8/11/22 PRN 46.63 \$15.42 \$0.00 \$255.92 \$255.92 18.07 \$24.20 \$27.31 \$39.85 \$39.85 \$46.25 \$45.75 **30.12\$61.00 20 12\$61.00 40.⁴(\$45.75** \$75.00 Amount: Amount: Amount: 8/10/22 Wed \$198.58 \$0.00 39.21 \$39.85 4:30PM 8/9/22 8AM Tue TRAINING AND COLLABORATION **BILL STEINER** \$19.25 18 39 31 3 Time: 20.13 Time: \$198.58 \$198.58 \$0.00 58.65 BALTIMORE, MARYLAND 8/8/22 Mon PROV \$8.06 \$0.00 \$0.00 \$198.58 \$27.31 Name: \$198.58 Name: Name: \$389.19 Date: 08/10/22 Date: 08/07/22 8/7/22 MS-ISAC Sun \$0.625 Meal Reimbursement Lodging limit Meal limit 13960 1 - GENERAL INFORMATION 3 - PAYMENT INFORMATION 2 - ACTUAL COST OF TRAVEI Mileage reimbursement Destination city, state: Event description: **AIRPORT PARKING** Taxi, shuttle, etc. Purpose of trip: Personal miles Meals (actual) Vehicle rental Employee No: **Breakfast** Luggage fees Registration Departed>> Returned>> Vendor No: Vendor No: Dinner Total Lunch HOTEL TIP Lodging Fuel

pve, and comply with City ordinances. Employee certifies the costs above are actual, related to the event descr

8/19/

Employee signature / date

12 M

Department Head approval / date

1 - GENERAL INFORMATION

Employee No.: 11511 Employee Name:

Patalck Salvail

Departmental Contact: **Department**:

Contact Phone #:

Jessica Winn 427-7002

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$349.60 lesser of actual or \$64.39 \$0.00 \$0.00 \$413.99 **Employee** <u><u><u></u><u><u></u><u><u></u><u></u></u></u></u></u> To (From) \$0.00 \$0.00 Pald by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$0.00 Comments about the trip: Inv Salvall prepaid the hotel using his personal credit card. \$0.00 Paid by T-Card \$425.00 \$0.00 \$425.00 City check Paid 1000-41-41101-515790-00000000 1000-41-41101-515790-00000000 1000-41-41101-515790-00000000 \$0.00 \$0.00 \$425.00 \$0.00 \$349.60 \$64.39 \$0.00 \$0.00 \$0.00 \$349.60 \$64.39 \$116.91 \$838.99 **Fotal Cost** \$0.00 \$0.00 \$0.00 9/11/22 3 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 **Grand Total** G/L Acct: G/L Acet: G/L Acct: 9/10/22 Sat \$0.00 \$0.00 \$0.00 \$413.99 9/9/22 Έ \$0.00 \$0.00 \$0.00 Non-Confrontational Internal Affairs Investigations Arrount Aniount Ariount 9/8/22 P \$7.09 \$0.00 \$0.00 \$7.09 \$7.09 Time: 2:00 PM Time: 6:00 PM 5/1/52 Wed Provided Patrick Salvail \$174.80 \$12.59 \$0.00 \$40.66 \$16.47 \$29.06 \$174.80 9/6/22 ₹. Provided Additional training Date: 09/05/22 Date: 09/07/22 Nashville, TN \$0.00 \$174.80 \$425.00 \$28.24 \$174.80 \$28.24 \$45.75 \$28.24 Name: Name: Name: 9/5/22 Mon \$0.625 Lodging limit Meal Reimbursement Meal limit 11911 2 - ACTUAL COST OF TRAVEL 3 - PAYMENT INFORMATION Describe other costs here Mileage reimbursement Destination city, state: Event description: Purpose of trip: Taxi, shuttle, etc. Vehicle rental Personal miles Meals (actual) Hotel Parking Departed>> Breakfast Employee No: Registration Returned>> Luggage fees Dinner Vendor No: Total Vendor No: Lunch Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Department Head a sproval / date Lieu laws

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Finance approval / date

\$0.00 \$0.00 \$0.00 \$0.00 ↑ lesser of \$72.17 actual or \$0.00 \$0.00 **Етрюуее** ijij \$72.17 To (From) \$0.00 P-Card Paid by Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$394.54 \$394.54 \$449.16 \$54.62 427-7002 Paid by T-Card \$0.00 \$425.00 \$425.00 City check Paid 1000:41-41101-515790-00000000 1000-41-41101-515790-00000000 1000-41-41101-515790-00000000 Contact Phone #: Comments about the trip: \$0.00 \$0.00 \$0.00 \$0.00 \$425.00 \$394.25 \$394.54 \$72.17 \$116.91 \$72.17 \$0.00 \$54.62 \$0.00 **Fotal Cost** \$946.33 \$0.00 \$0.00 \$0.00 9/11/22 Sun \$0.00 \$0.00 \$0.00 **Grand Total** G/L Acct: G/L Acct: G/L Acct: 9/10/22 Sat \$0.00 \$0.00 \$0.00 9/9/22 \$72.17 Έ 80.00 80.00 30.00 \$0.00 Non-Confrontational Internal Affairs Investigations Amount 9/8/22 **Amount:** Amount 24 \$0.00 \$9.51 \$0.00 \$30.50 Time: 2:00 PM Time: 6:00 PM \$9.51 9/7/22 Wed Provided Samuel Lane \$18.94 208.80 \$12.59 \$197.27 \$0.00 \$197.27 \$31.53 \$54.62 \$40.66 \$31.53 9/6/22 Tue Provided Additional training Nashville, TN \$5.00 \$31.13 Date: 09/05/22 Date: 09/07/22 \$197.27 \$425.00 \$31.13 \$45.75 \$31.13 9/5/22 Name: Name: Name: Mon \$0.625 Lodging limit Meal Reimbursement Meal limit 13762 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL 3 - PAYMENT INFORMATION Mileage reimbursement Describe other costs here Destination city, state: Event description: Purpose of trip: Taxi, shuttle, etc. Personal miles Vehicle rental Meals (actual) Departed>> Returned>> Registration Hotel Parking Breakfast Employee No: Luggage fees Dinner Total Vendor No: Lunch Vendor No: Lodging Fuel

Jessica Winn

Departmental Contact:

Samuel Lane

Employee Name:

(multi-day outside of Alabama)

Fravel Expense Report

City of Huntsville

Employee No.: 13762

Police

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances. Buller 27 人で人(Qにごう C Department Head approval / date

Finance approval / date

47.4 元が lesser of \$0.00 \$0.00 \$0.00 actual or \$0.00 D6:6315 To (From) Employee \$0.00 \$0.00 Paid by PCard Owed BY employee (attach receipt from Clerk-Treasurer to report) Owed TO employee (employee will be reimbursed on earliest possible paycheck) \$861.84 \$855.00 \$861.84 S442, 19 \$40.00 \$0.00 \$2,312.18 427-7002 \$113.15 Paid by T-Card \$0.00 City check 룝 1000-41-41100-515790-00000000 1000-41-41100-515790-00000000 1000-41-41100-515790-00000000 Contact Phone #: Comments about the trip: \$0.00 \$0.00 \$855.00 \$42.19 \$0.00 \$861.84 \$861.84 \$153.90 \$0.00 \$40.00 \$113.15 \$0.00 \$155,33 \$177.90 \$2,467.51 \$0.00 \$0.00 \$0.00 9/2/22 Έ \$0.00 \$0.00 \$0.00 **Grand Total** G/L Acct: G/L Acct: G/L Acct: 9/1/22 星 \$15.48 \$16.45 \$57.50 \$0.00 \$0.00 \$31.93 \$30.50 \$30.50 \$40.00 8/31/22 Provided ✓ Provided ✓ Provided ✓ Provided ✓ S16.56 No rece pt ✓ \$15.4 (515.4 (Wed \$2.5.46 20.33 50.00 \$40.66 2033-643-56 \$32.11 8/30/22 Amount Amount Amount: Ë \$215.46 Time: 11:00 PM \$0.00 \$40.50 \$40.50 5:30 AM 8/29/22 Mon 2022 CIT International Conference Julie Schenck-Brown Time: \$215.46 \$215.46 \$0.00 Additional training/CEU's \$20.33 \$16.07 \$14.55 Provided 🗸 \$16.07 8/28/22 Sun Pittsburg, PA Date: 08/27/22 Date: 08/31/22 \$0.00 \$215.46 \$215.46 \$442.19 \$855.00 \$20.17 \$34.72 \$45.75 \$55.65 \$34.72 Name: 8/27/22 Name: Name: Sat (multi-day outside of Alabama) \$0.625 Lodging limit Meal Reimbursement Meal limit 17422 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL - PAYMENT INFORMATION Describe other costs here Mileage reimbursement Destination city, state: Event description: Purpose of trip: Taxi, shuttle, etc. Personal miles **Airport Parking** Vehicle rental Meals (actual) Departed>> Registration Returned>> **Breakfast Employee No:** Luggage fees Dinner Total Vendor No: Lunch Vendor No: Lodging Airfare Fuel

\$0.00 \$0.00 \$0.00

Jessica Winn

Departmental Contact:

Department:

Employee Name: Julie Schenck-Brown

Employee No.: 17422

Travel Expense Report

City of Huntsville

Police

\$0.00

\$0.00

<u>=</u>

DR-14-32 Kick Causs

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Finarice approval / date

Department Head approval / date

Employee No.: 17664 Employee Name:

Randy Silk

5 Departmental Contact: Department:

256-427-5097 Tracy Rosser Contact Phone #:

\$139.39 \$139.39 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 lesser of actual or limit To (From) Employee \$0.00 \$1,495.00 \$0.00 \$3,045.86 \$1,495.00 P-Card Paid by Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$1,767.66 \$1,278.20 Paid by T-Card \$0.00 City check 1000-17-17100-515790-1000-17-17100-515790-1000-17-17100-515790-25.55.77 82.75.77 \$1,278.20 \$0.00 \$0.00 \$0.00 \$1,495.00 \$1,767.66 \$0.00 \$366.00 \$0.00 \$139.39 \$0.00 \$0.00 \$4,680.25 Comments about the trip: **Total Cost** \$0.00 \$0.00 \$0.00 \$45.75 \$0.00 9/3/22 Sat \$0.00 \$0.00 **Grand Total** G/L Acct: G/L Acct: \$0.00 \$0.00 **√**G/L Acct: 9/2/22 Έ \$72.24 \$0.00 \$0.00 \$0.00 \$0.00 \$139.39 Thu 9/1/22 \$0.00 \$0.00 \$61.00 4.41.54 \$0.00 \$441.94 \$441.91 Amount: **Amount:** Amount: 8/31/22 Wed \$0.00 141.54 \$443.91 \$0.00 \$61.00 \$0.00 \$441.91 Time: 10:00PM 7:00AM 8/30/22 Tue Randy Silk Time: Training and Collaboration \$0.00 441.54 441.54 \$61.00 \$441.92 \$441.92 \$0.00 8/29/22 Mon VMWare Conference San Francisco, CA \$67.15 \$441.92 Name: \$1,495.00 \$1,278.20 \$0.00 \$0.00 Name: Date: 08/28/22 STATES. Name: Date: 09/01/22 8/28/22 Sun \$0.625 Lodging limit Meal limit Meal Reimbursement 17664 1 - GENERAL INFORMATION 3 - PAYMENT INFORMATION 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement Destination city, state: Event description: Taxi, shuttle, etc. Purpose of trip: Personal miles Vehicle rental Meals (actual) **Employee No:** Breakfast Luggage fees Registration Returned>> Departed>> Vendor No: Vendor No: Dinner Total Lunch Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances. 2022

Department Head approval / date Whi (Jr)

Employee signature / date

~ 9(13)

Finance approval / date

Employee Name: Jason Benson Employee No.: 18192

Departmental Contact: Department:

256-427-5097 Tracy Rosser Contact Phone #:

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 lesser of actual or \$43.26 \$40.99 \$84.25 To (From) mployee \$0.00 \$725.00 \$725.00 P-Card Paid by Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$921.36 \$921.36 \$0.00 \$1,707.56 \$786.20 Paid by T-Card \$0.00 City check Paid 1000-17-17100-515790-00000000 1000-17-17100-515790-00000000 1000-17-17100-515790-00000000 \$786.20 \$921.36 \$725.00 \$0.00 \$0.00 \$921.36 \$366.00 \$43.26 \$43.26 \$40.99 \$0.00 \$0.00 \$0.00 \$2,516.81 Comments about the trip: **Total Cost** \$0.00 \$0.00 \$0.00 \$0.00 9/4/22 Sun **Grand Total** G/L Acct: G/L Acct: \$0.00 \$45.75 \$0.00 \$0.00 \$0.00 G/L Acct: 9/3/22 Sat \$12.50 \$40.99 \$0.00 \$45.75 \$0.00 \$12.50 \$12.50 \$84.25 9/2/22 Ξ \$230.34 \$0.00 \$61.00 \$0.00 \$0.00 Amount: Amount: Amount: 9/1/22 무 \$230.34 TELECOMMUNICAITON PROFESSIONALS \$0.00 \$0.00 \$61.00 \$0.00 Time: 7:30Am Time: [1:00 Pm 8/31/22 Wed Jason Benson \$230.34 \$0.00 \$0.00 \$61.00 \$0.00 \$230.34 8/30/22 NATOA CONFERENCE \$30.76 Date: 08/29/22 Date: 09/02/22 \$230.34 \$45.75 \$0.00 \$30.76 Name: Name: Name: \$725.00 \$786.20 \$230.34 Denver, CO 8/29/22 Mon \$0.585 Lodging limit Meal limit Meal Reimbursement 18192 1 - GENERAL INFORMATION 3 - PAYMENT INFORMATION 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement Destination city, state: Event description: Taxi, shuttle, etc. Purpose of trip: Personal miles Meals (actual) Vehicle rental Employee No: Breakfast Luggage fees Registration Departed>> Returned>> Vendor No: Vendor No: Dinner Lunch Total Lodging Airfare Fuel

Employee certifies the costs above are actual, related to the event descrites above, and comply with City ordinances.

Employed signature / date

Department Head approval / date

\ \ \ \

12/27

Finance approval / date

\$0.00 \$725.00 \$725.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) 256-427-5097 \$921.36 \$921.36 \$0.00 \$1,707.56 \$786.20 Paid by T-Card \$0.00 City check Paid 1000-17-17100-515790-00000000 1000-17-17100-515790-00000000 1000-17-17100-515790-00000000 Contact Phone #: \$725.00 \$786.20 \$921.36 \$0.00 \$0.00 \$0.00 \$921.36 \$47.98 \$366.00 \$47.98 \$0.00 \$0.00 \$0.00 \$0.00 \$2,480.54 Comments about the trip: **Total Cost** \$0.00 \$0.00 \$45.75 \$0.00 \$0.00 9/4/22 Sun **Grand Total** G/L Acct: G/L Acct: \$0.00 \$0.00 \$0.00 \$45.75 \$0.00 G/L Acct: 9/3/22 Sat \$0.00 \$0.00 316.25 \$16.73 \$47.88 \$16.73 \$45.75 9/2/22 Ξ \$0.00 \$230.34 \$0.00 \$61.00 \$0.00 Amount: \$230.34 Amount: Amount: 9/1/22 를 TELECOMMUNICAITON PROFESSIONALS \$230.34 \$61.00 \$0.00 \$230.34 Time: 4:00PM 8/31/22 Time: 7:30AM Wed Joshua Smith \$230.34 \$0.00 \$61.00 \$0.00 \$230.34 8/30/22 Tue NATOA CONFERENCE \$31.25 Date: 08/29/22 Date: 09/02/22 \$230.34 \$725.00 \$0.00 \$45.75 \$31.25 Name: \$786.20 \$31.25 Name: Name: Denver, CO 8/29/22 Mon (multi-day outside of Alabama) \$0.585 Lodging limit Meal Reimbursement Meal limit 18587 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL 3 - PAYMENT INFORMATION Describe other costs here Describe other costs here Mileage reimbursement Destination city, state: Event description: Taxi, shuttle, etc. Purpose of trip: Vehicle rental Personal miles Meals (actual) Employee No: Breakfast Luggage fees Departed>> Returned>> Registration Vendor No: Vendor No: Dinner Total Lunch Lodging Airfare Fuel

\$47.8%

\$0.00 \$0.00 \$0.00

actual or limit

\$47.50.00

\$0.00

\$0.00

\$0.00

lesser of

\$0.00

To (From) Employee

Tracy Rosser

Departmental Contact:

Employee Name: Joshua Smith

Travel Expense Report

City of Huntsville

Employee No.: 18587

IIS

Department:

Department Head approval / date

Employee signature / date

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

MY AN

412 32

(multi-day outside of Huntsville) 1 - GENERAL INFORMATION **Fravel Expense Report** City of Huntsville

Employee No.: 15507

Employee Name: Stephanle Mathewson

Jessica Winn 427-7002 Departmental Contact: Contact Phone #: **Department**:

No meal receipts are being submitted for reimbursement Comments about the trip: AL investigator Academy (Block # 4 of 4) Time: 6:00 PM Additional training Jacksonville, AL Date: 08/15/22 Date: 08/17/22 Ž 2 - ACTUAL COST OF TRAVEL Destination city, state: Event description; Purpose of trip: Departed>> Returned>>

To (From)	Employee	\$0.00	\$0.00	90.0¢	30.0 €	Ş	} ₹	lesser of	actualor	iim →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	3
Paid by					,	\$										\$0.00	check)	(apple)
Paid by	DIES.					\$219.78										\$219.78	t possible pay Treasurer to r	
Pald				•		\$0.00					,			_1		\$0.00	sed on earlies pt from Clerk-	
Total Cost	\$0.00	\$0.00	\$0.00	\$0.00		\$219.78 L \$219.78				\$0.00 \$280.50 \$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$219.78	Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report)	
Sun 8/21/22				\$0.00		\$0.00				\$0.00							(employee w BY employee	
Sat 8/20/22				\$0.00		\$0.00		1	1	\$0.00		1	1	1		Grand Total	TO employee Owed	
Fri 8/19/22				\$0.00	Ī	\$0.00		1		\$0.00						<u>u</u>	Owed	
Thu 8/18/22				\$0.00		\$0.00	T	1		\$0.00				 				
Wed 8/17/22				\$0.00		\$0.00		T		\$0.00 \$38.25 \$0.00								
Tue 8/16/22				\$0.00	\$109.89	\$109.89				\$0.00	-							
Mon 8/15/22				\$0.00	\$109.89	\$109.89				\$0.00 \$38.25 \$0.00								
Registration	Alrfare	Venicle rental	Personal miles \$0.585	Mileage reimbursement	Fodging	Lodging limit Meals (actual)	Breakfast	Lunch	Dinner	i otal Meal limit Meal Reimbursement	Taxi, shuttle, etc.	Luggage rees	Describe other costs here	Describe other costs here				- PAYMENT INFORMATION
												- 15	115	41				- P

Employee No: Vendor No: Vendor No:

Stephanie Mathewson Name: Name: Name:

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Amount:

\$0.00 Amount: Amount:

1000-41-41204-515790-0000000 G/L Acct: G/L Acct: G/L Acct:

1000-41-41204-515790-00000000 1000-41-41204-515790-00000000

Employee signature / date

S6-10-PD Department Head approval / date LICK COURS

Finance approval / date

(multi-day outside of Huntsville) 1 - GENERAL INFORMATION Travel Expense Report City of Huntsville

Employee No.: 14819

Employee Name: Jeremiah Long

Departmental Contact: Contact Phone #: Department:

Jessica Winn

427-7002

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 → esser of \$25.24 Employee actual or \$0.00 To (From) \$0.00 \$0.00 \$25.24 \$0.00 \$0.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) \$219.78 \$219.78 Paid by Teard Inv Long and Draper shared a hotel room \$0.00 \$0.00 City check Paid Comments about the trip: \$0.00 \$0.00 \$0.00 \$0.00 \$219.78 \$0.00 \$97.75 **Total Cost** \$219.78 \$25.24 \$25.24 \$0.00 \$0.00 \$0.00 \$0.00 \$245.02 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 8/21/22 Sun \$0.00 \$0.00 \$0.00 8/20/22 **Grand Total** ž \$0.00 \$0.00 \$0.00 8/19/22 E \$0.00 \$0.00 \$0.00 8/18/22 롣 AL investigator Academy (Block # 4 of 4) \$0.00 \$0.00 \$0.00 \$25.50 \$0.00 Time: 8:00 PM Time: 5:00 PM 8/17/22 No receipt No receipt Provided \$25.24 \$0.00 \$109.89 \$25.24 \$109.89 \$34.00 \$25.24 8/16/22 Tue Provided Additional training Jacksonville, AL \$109.89 \$109.89 \$0.00 Date: 08/17/22 08/15/22 \$0.00 \$38.25 \$0.00 3/15/22 No receipt Mon Date: \$0.585 Lodging Ilmit Meal Reimbursement Meal limit 14819 2 - ACTUAL COST OF TRAVEL Describe other costs here Describe other costs here Mileage reimbursement Destination city, state: 3 - PAYMENT INFORMATION Event description: Purpose of trip: Faxi, shuttle, etc. Personal miles Vehicle rental Meals (actual) Departed>> Returned>> Registration **Breakfast** Employee No: Dinner Total Lunch Bulgpor Airfare Fuel

Vendor No: Vendor No:

leremiah Long Name: Name: Name:

Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances.

Amount Amount: Amount

G/L Acct: G/L Acct: G/L Acct: \$25.24

1000-41-41204-515790-0000000 1000-41-41204-515790-00000000 1000-41-41204-515790-00000000

Employee signature / date

C6.00-90 Department Head approval / date Kirk longs

\$31.79 / Employee actual or \$31.79 To (From) esser of <u>H</u> \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 Paid by P-Card Owed TO employee (employee will be reimbursed on earliest possible paycheck) Owed BY employee (attach receipt from Clerk-Treasurer to report) Jessica Winn \$0.00 427-7002 \$0.00 Paid by T-Card Comments about the trip: Inv Long and Draper shared a hotel room \$0.00 City check \$0.00 Paid 1000-41-41204-515790-00000000 1000-41-41204-515790-0000000 1000-41-41204-515790-00000000 Contact Phone #: \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 **Total Cost** \$31.79 \$31.79 \$97.75 \$0.00 \$0.00 \$0.00 \$31.79 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 8/21/22 Sun \$0.00 \$0.00 \$0.00 8/20/22 G/L Acct: **Grand Total** \$31.79 V G/L Acct: G/L Acct: Sat Employee certifies the costs above are actual, related to the event described above, and comply with City ordinances. \$0.00 \$0.00 \$0.00 8/19/22 Ξ \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 8/13/22 Amount Amount: Amount: Ę Al. Investigator Academy (Block # 4 of 4) \$0.00 \$0.00 5:00 PM Time: 8:00 PM \$25.50 \$0.00 8/17/22 No receipt Wed Provided Charles Draper Time: \$0.00 \$0.00 \$31.79 \$31.79 \$34.00 \$31.79 8/16/22 No receipt Provided 重 Additional training Jacksonville, AL Date: 08/17/22 \$0.00 08/15/22 \$0.00 \$0.00 \$38.25 \$0.00 8/15/22 Mon Name: Name: Name: No receipt Date: \$0.585 Lodging limit Meal Reimbursement Meal limit 12844 1 - GENERAL INFORMATION 2 - ACTUAL COST OF TRAVEL Destination city, state: Mileage reimbursement Describe other costs here Describe other costs here - PAYMENT INFORMATION Event description: Purpose of trip: Taxi, shuttle, etc. Personal miles Vehicle rental Departed>> Returned>> Meals (actual) Registration **Breakfast** Employee No: -uggage fees Dinner Total Lunch Vendor No: Vendor No: Lodging Fuel

\$0.00 \$0.00 \$0.00

Departmental Contact:

Department:

Employee Name: Charles Draper

(multi-day outside of Huntsville)

Fravel Expense Report

City of Huntsville

Employee No.: 12844

\$0.00

Employee signature / date

B.07.33 Department Head approval / date