



	Approved	Denied
Date Action Taken:	9/11/06	
Other:		
Verified by:	<i>K. Smith</i>	

WASILLA CITY COUNCIL ACTION MEMORANDUM

AM No. 06-52

TITLE: APPROVAL OF COUNCIL MEMBER TRAVEL TO VALDEZ TO ATTEND THE 2006 ALASKA TRAVEL INDUSTRY ASSOCIATION CONFERENCE AND TRADESHOW.

Agenda of: September 11, 2006

Date: August 29, 2006

Originator: City Clerk for Council Member Metiva *[Signature]*

Route to:	Department	Signature/Date
X	Finance, Risk Management & MIS Director Purchasing	<i>[Signature]</i>
X	Deputy Administrator Planning, Economic Development, Human Resources	<i>S. Hardy</i> 8/31/06
X	City Clerk	<i>K. Smith</i>

REVIEWED BY MAYOR DIANNE M. KELLER: *Dianne M. Keller*

FISCAL IMPACT: yes \$1,055 or no Funds Available yes no

Account name/number: 001.4115.411.50.81, Travel

Attachments: none

SUMMARY STATEMENT: Council Member Metiva is requesting authorization to attend the Alaska Travel Industry Association Conference and Trade Show to be held October 9 – 12, 2006 in Valdez, Alaska.

Attendance at this conference supports one of the budget goals and initiatives adopted by the City Council in FY-07, which is to support and expand the tourism potential of the City of Wasilla. (Goal: Encourage a strong and diverse economic base in the City of Wasilla; initiative number 9)

Estimated costs travel expenses are as follows:

- *Meals and incidentals \$300 (\$75 per day x 4 days)
- **Estimated cost of lodging \$180 (\$60 per night x 3 nights)
- Estimated maximum airfare \$350
- Conference fee \$225
- \$1,055 (estimate)

*Based on conus per diem rate.

**Lodging expense to be split with the Greater Wasilla Chamber of Commerce.

ACTION: To authorize Council Member Metiva to attend the 2006 Alaska Travel Industry Association Conference and Tradeshow to be held in Valdez, Alaska, October 9 – 12, 2006.

MAXIMUM PER DIEM RATES OUTSIDE THE CONTINENTAL UNITED STATES TRAVEL PER DIEM ALLOWANCES

COUNTRY/STATE: **ALASKA**

NOTES

1. Use the **OTHER** rate if neither the **CITY** nor **MILITARY INSTALLATION** is listed.
2. For other allowances that are based on per diem rates (e.g., **TLE, TLA, TQSE, TQSA**), see the appropriate rules for those allowances regarding what per diem rate to use.
3. The standard **ONBASE INCIDENTAL RATE** is \$3.50 OCONUS wide.
4. When **Government meals** are directed, the appropriate Government meal rate, as prescribed in Appendix A, is applicable.
5. Per Diem Rate = Max Lodging + Meals (Local, Proportional, or Government) + Incidental Rate (Local or OnBase)

* All rates are in US Dollars

Locality	Seasons (Beg-End)	Maximum Lodging	* Local Meals	Prop. Meals	* Local Incidental	Footnote	Footnote Rate	Maximum Per Diem	Effec Da
VALDEZ	10/02-04/30	79	60	<u>35</u>	15	<i>\$ 75.00 day</i>		154	04/01/
WASILLA	05/01-09/30	134	67	<u>38</u>	17		218	04/01/	
WASILLA	10/01-04/30	80	63	<u>36</u>	16		159	04/01/	
WRANGELL	05/01-09/30	135	66	<u>38</u>	16		217	04/01/	
WRANGELL	10/01-04/30	98	62	<u>36</u>	16		176	04/01/	
YAKUTAT	01/01-12/31	110	54	<u>32</u>	14		178	03/01/	
[OTHER]	01/01-12/31	80	44	<u>27</u>	11		135	09/01/	

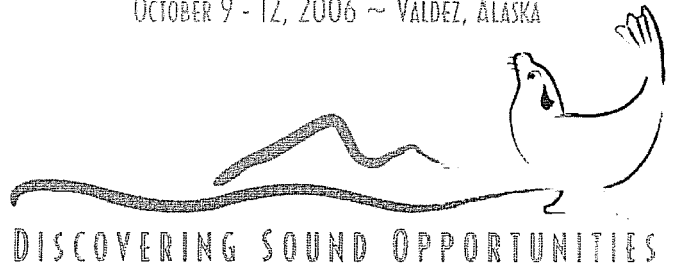
*Use the OTHER rate if neither the CITY nor MILITARY INSTALLATION is listed.

Request a review of a Per Diem Rate.

Find out more about (Prop. Meals) Proportional Per Diem?

Delegate Registration Form

Register on-line and receive a \$25 discount
Online registration available at www.AlaskaTIA.org
Late Rates after Sept. 29, 2006



INSTRUCTIONS: Please fill out a separate form for each delegate or spouse. Payment must be received before registration can be confirmed. Provide delegate's direct address so we can send confirmation and additional information. **Trade show delegates use Tradeshow Registration form.**

DELEGATE INFORMATION:

Company: _____
(Printed on your name badge)

Delegate/Spouse Name: _____ Title: _____
(Printed on name badge) (Printed on name badge)

Delegate/Spouse Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Delegate E-Mail: _____

Company Address (if different): _____

REGISTRATION INFORMATION: (Please Select Only One)

<input type="checkbox"/>	Early Bird Registration - ATIA Member - paid before 7/28/06	\$350
<input checked="" type="checkbox"/>	Spouse Registration - Meals & Social Events only	\$225
<input type="checkbox"/>	Regular Registration - ATIA Member - paid from 7/29/06 to 9/29/06	\$375
<input type="checkbox"/>	Late Registration - ATIA Member - paid after 9/29/06	\$400
<input type="checkbox"/>	New Member Special Convention Registration (One delegate only, membership dues additional)	\$325
<input type="checkbox"/>	Non-Member Convention Registration	\$750

PARTICIPATION INFORMATION: (Select all desired)

First Timer: Oct. 10th	<input type="checkbox"/>	Yes, this is my first ATIA Convention.
Delegate-to-Delegate: Oct 11th (Must register before 8/25/06)	<input checked="" type="checkbox"/>	Yes, I'd like to participate in the Delegate-to-Delegate appointments.
New Products: Oct 12th	<input type="checkbox"/>	Yes, I'd like to make a 60 second "Hot New Products" presentation
Banquet: Oct 12 th	<input type="checkbox"/>	Yes, I will attend the Closing Banquet.
Vegetarian Meals:	<input type="checkbox"/>	Yes, I'd like vegetarian meals.
Refund Policy: Cancellations on or before 9/22/06 are subject to a \$50 cancellation fee. No refunds made after this date.		

PAYMENT INFORMATION:

Enclosed check # _____ Visa Discover MasterCard American Express

Card # _____ Expiration Date _____ Total _____

Name on Card _____ Signature _____