



COUNCIL/BOARD MEMBER EXPENSE REPORT

DATE : April 2026
 EMPLOYEE: Glenn Koester
 DEPARTMENT: LEGISLATIVE

VENDOR # : _____
 CHEQUE # : _____

		<i>Please fill in date of travel</i>						Total	GST	Net
Reimbursable costs	GL									
Travel/Flight	2-11-00-2211-00							-	-	-
Lodging	2-11-00-2213-00							-	-	-
Meals	2-11-00-2212-00							-	-	-
Parking/Auto Rental/Taxi	2-11-00-2214-00							-	-	-
Other X ASB Conf	2-11-00-2235-00							-	-	-
Total Travel and Other Costs- From Receipts								-	-	-
Travel costs-flat rate	GL	Dates	Description			Rate	Days/KM	Total	GST	Net
Lodging	2-11-00-2213-00					130.00		-	-	-
Meals	2-11-00-2212-00					60.00		-	-	-
Breakfast	2-11-00-2212-00					10.00		-	-	-
Lunch	2-11-00-2212-00					20.00		-	-	-
Dinner	2-11-00-2212-00					30.00		-	-	-
Conference	2-11-00-2214-00					50.00		-	-	-
ASB Milage	2-62-11-2211-00					0.73	-	-	-	-
Other Milage	2-11-00-2211-00					0.73	342.00	249.66	11.89	237.77
Total Per Diem and Mileage Costs								249.66	11.89	237.77

EMPLOYEE SIGNATURE:  _____

SUPERVISOR SIGNATURE:  _____

TOTAL NET EXPENSES	237.77
GST	11.89
TOTAL REIMBURSMENT	249.66

** A \$100 allowance per month for cellular phone has been added to each councilor's pay through payroll. **