

City of Asheville - Travel Expense Report

Name	Brenda G. Mills	Account / Project Code	
Department/Division	Communications & Public Engagement	Destination	Atlington, VA
Names of Other City Employees on Trip	Not Applicable	Travel Period	April 15-22, 2018
		Mileage Rate	0.545

Date	Registration Fees	Airfare	Baggage	Lodging	Rental Car	Other Transportation Expenses (Taxi, Parking)	Fuel Purchased	Daily Per Diem Rate (per GSA) Full Day	Daily Per Diem Rate (per GSA) Travel Day (75%)	Less Meals Provided (per GSA) (Enter as negative number)	Any Meals Paid on P-card? (Y/N)	Miles (Personal Car Only)	Mileage Reimbursement	Misc (Explain Below)	DAILY TOTALS
4.15.18	✓ \$1,525.00	✓ \$231.30	\$25.00	\$230.07		\$15.41		PERSONA \$69.00	\$51.75	N	N		0.00		\$2,078.53
4.16.18				\$257.13		\$10.00		\$69.00		N	N		0.00		\$336.13
4.17.18				\$257.13		\$10.00		\$69.00		N	N		0.00		\$336.13
4.18.18				\$257.13				\$69.00		N	N		0.00		\$326.13
4.19.18				\$243.60				\$69.00		N	N		0.00		\$312.60
4.20.18				\$230.07				\$69.00		N	N		0.00		\$299.07
4.21.18						\$4.00				N	N		0.00		\$4.00
4.22.18		✓ \$231.30	\$25.00			\$16.68			\$51.75	N	N		0.00		\$324.73
															\$0.00
Total Travel Expense															\$4,017.32
Less:															
Expense Paid Prior to Travel															\$1,987.60
Travel Advance															\$0.00
Rental Car Charges Direct Billed															\$0.00
City Fuel Card Charges During Travel															\$0.00
City P-Card Charges During Travel															\$1,581.22
Amount Due Traveler or (Due City)															\$448.50

COMMENTS: Traveler paid for 4.21.18 Hotel stay.

Total Reimbursement: \$4,017.32

I hereby certify that the foregoing expenses were incurred in the conduct of business for the City of Asheville. I have also provided documentation of any expenses for which I used my City Procurement Card or a City Fuel Card as payment.

Traveler: Brenda G. Mills 4.25.18  
 Date Submitted: \_\_\_\_\_  
 Department Director / City Manager: Anthony Runkhitch  
 Date Approved: 5/10/18

I have reviewed and approve the travel expenses.

Division Director: \_\_\_\_\_ Date Approved: \_\_\_\_\_

NAME AND ADDRESS:  
MILLS, BRENDA  
131 SUNNY MEADOWS BLVD  
ARDEN NC 28704  
UNITED STATES OF AMERICA

Room: 517/K1D  
Arrival Date: 4/15/2018 7:52:00 PM  
Departure Date: 4/22/2018 6:53:00 AM  
Adult/Child: 1/0  
Room Rate: 203.15  
Rate Plan: PGARP3  
HH #: 166244197 BLUE  
AL:  
Car:

Confirmation Number: 3430409438

4/22/2018



DATE	REFERENCE	DESCRIPTION	AMOUNT
4/15/2018	2921239	GUEST ROOM	\$203.15
4/15/2018	2921239	STATE TAX	\$12.19
4/15/2018	2921239	OCCUPANCY TAX	\$14.73
4/16/2018	2921768	GUEST ROOM	\$227.05
4/16/2018	2921768	STATE TAX	\$13.62
4/16/2018	2921768	OCCUPANCY TAX	\$16.46
4/17/2018	2922276	GUEST ROOM	\$227.05
4/17/2018	2922276	STATE TAX	\$13.62
4/17/2018	2922276	OCCUPANCY TAX	\$16.46
4/18/2018	2922775	GUEST ROOM	\$227.05
4/18/2018	2922775	STATE TAX	\$13.62
4/18/2018	2922775	OCCUPANCY TAX	\$16.46
4/19/2018	2923290	GUEST ROOM	\$215.10
4/19/2018	2923290	STATE TAX	\$12.91
4/19/2018	2923290	OCCUPANCY TAX	\$15.59
4/20/2018	2923878	GUEST ROOM	\$203.15
4/20/2018	2923878	STATE TAX	\$12.19
4/20/2018	2923878	OCCUPANCY TAX	\$14.73
4/22/2018	2924552	MC *6595	(\$1,475.13)
		**BALANCE**	\$0.00



Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 5,000 hotels and resorts in 100 countries, please visit Honors.com



ACCOUNT NO. MC *6595	DATE OF CHARGE 4/22/2018	FOLIO NO./CHECK NO. 576807 A
CARD MEMBER NAME MILLS, BRENDA	AUTHORIZATION 052657	INITIAL
ESTABLISHMENT NO. & LOCATION	PURCHASES & SERVICES	
	TAXES	
	TIPS & MISC.	
CARD MEMBER'S SIGNATURE	TOTAL AMOUNT	-1,475.13
MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND.	PAYMENT DUE UPON RECEIPT	



Brenda Mills <bmill@ashevillenc.gov>

### Fwd: Your Sunday evening trip with Uber

1 message

Brenda Mills <bgmills@charter.net>  
To: "Brenda G. Mills" <bmill@ashevillenc.gov>

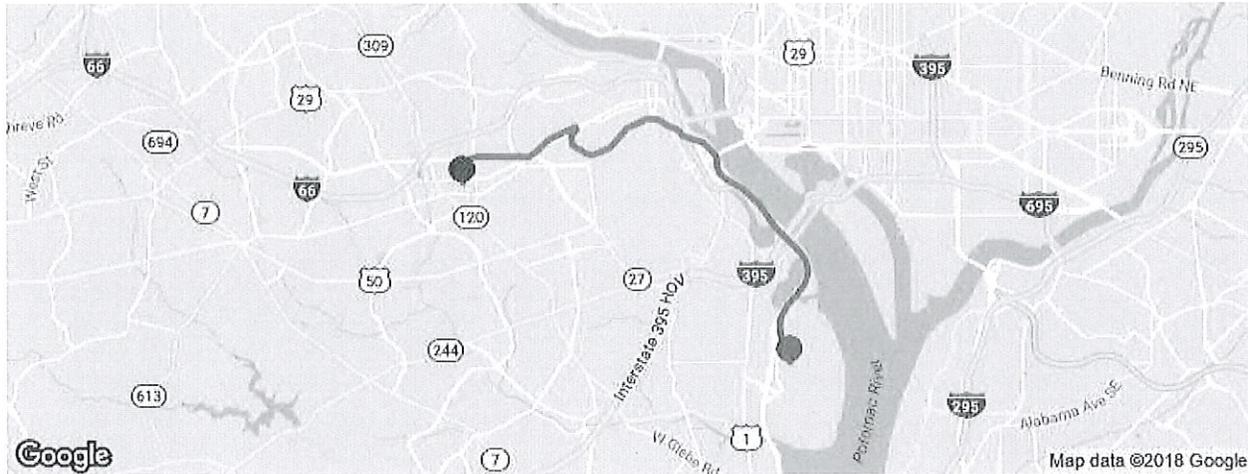
Wed, Apr 25, 2018 at 7:44 AM

4.15.18 UBER Receipt

Sent from my Personal iPhone

Begin forwarded message:

**From:** "Uber Receipts" <uber.us@uber.com>  
**Date:** April 15, 2018 at 7:39:13 PM EDT  
**To:** <bgmills@charter.net>  
**Subject:** Your Sunday evening trip with Uber



# \$15.41

Thanks for choosing Uber, Brenda

April 15, 2018 | POOL

✓ YOU ARRIVED BY 07:44pm.

● 07:18pm | 4 S Smith Blvd, Arlington, VA

📍 07:38pm | 977 N Stafford St, Arlington, VA



You rode with Dong

5.86	00:19:57	POOL
miles	Trip time	Car



ADD A TIP

Did you know you can order food delivery through Uber? Try Uber Eats and get 20% off your first order with the code 20ubereats. Download the app today.

### Your Fare

Trip fare \$15.41

Subtotal \$15.41

CHARGED

Personal \*\*\*\* 6595

**\$15.41**

Receipt ID # f2dd0b2b-d952-4dbf-a59b-e677c3530d8d



Earn 4% back on dining, 3% back on hotel & airfare, 2% back on online purchases, and more with the Uber Visa Card.

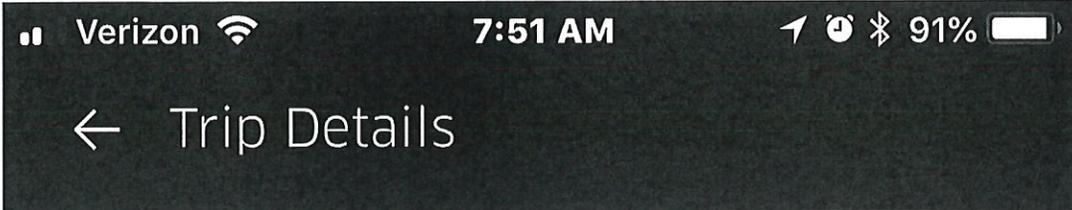
[Learn more](#)

Need help?

Tap Help in your app to contact us with questions about your trip.

Leave something behind? Track it down.

For trips within the District of Columbia, you may contact DFHV at (202) 645-7300 or [bit.ly/DFHV-Complaints](https://bit.ly/DFHV-Complaints) if you believe your operator violated District law. Please do not contact DFHV for concerns related to fees or fares, including cancellation and cleaning fees. All first-time complaints regarding fees or fares should be routed to Uber by going to <https://help.uber.com> or selecting "Help" in the Uber App.



4/22/18, 6:54 AM  
Toyota Avalon 9BW3750

\$16.68  
Add a tip

- 950 N Stafford St, Arlington, VA 22203, USA
- 2 Aviation Cir, Arlington, VA 22202, USA



You rated Vedia



Help

Receipt

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POOL Receipt

Trip fare \$16.68

Subtotal \$16.68

Total \$16.68

MASTERCARD 6595 \$16.68  
4/22/18, 7:12 AM



### Baggage Receipt

Issue Date: 15 APR 2018 AVL ATO

Baggage Document  
0162607870285

Description  
First Bag Fee

Qty  
1

Fees  
\$25.00

Meth  
Mast

Ticket Number  
0162393783674

Card  
BREN

Confirmation:  
FWME46

Carr  
UA  
UA

**Total Baggage Fees: USD \$25.00**

**Excess Baggage Terms and Conditions:**

- All excess baggage is subject to space availability
- Receipt for payment must be presented at bag check
- For refunds or adjustments, see a United representative.



Confirmation:  
**FWME46**

**Baggage Receipt**

Issue Date: April 21, 2018

Traveler	Baggage Document	Ticket Number
MILLS/BRENDAGAIL	01626083006822	01623937836743

**FLIGHT INFORMATION**

Day, Date	Flight	Departure City/Time	Arrival City/Time	Aircraft
Sun,22APR18	UA705	WASHINGTON-REAGAN NATL (DCA) 9:00 AM	CHICAGO-OHARE (ORD) 10:15 AM	A-319
Sun,22APR18	UA5136	CHICAGO-OHARE (ORD) 2:14 PM	ASHEVILLE (AVL) 5:09 PM	CRJ 200

**FEE INFORMATION**

Description	Quantity	Fees	Method of Payment
First Bag Fee	1	\$25.00	MasterCard XXXXXXXXXXXXX6595
<p>-----</p> <p><b>TOTAL FEES: USD \$25.00</b></p>			<p><b>Cardholder Name</b> BRENDA G MILLS</p>

**Excess Baggage Terms and Conditions**

- All excess baggage is subject to space availability.
- Receipt for payment must be presented at bag check.

For up to the minute flight information, go to [mobile.united.com](http://mobile.united.com).

04/21/18 11:19:27

Ballston  
Arlington VA  
FOR CUSTOMER SERVICE  
CALL 202-962-5719

4230 Fairfax Drive  
MEZZANINE 99  
MACHINE 36

AN: \*\*\*\*\*6595

VENDOR: 099-36-31961  
REF NO: 319613171958  
AUTH NO: 034574

CREDIT PURCHASE

ADD \$4.00 VALUE

TO SMARTRIP

S/N:  
0167 1529 9711 6988 5440

TOTAL AMOUNT: \$4.00

THANK YOU  
FOR RIDING METRORAIL

THE FUTURE IS  
RIDING ON METRO

04/16/18 07:48:31

Ballston  
Arlington VA  
FOR CUSTOMER SERVICE  
CALL 202-962-5719

4230 Fairfax Drive  
MEZZANINE 99  
MACHINE 31

AN: \*\*\*\*\*6595

VENDOR: 099-31-31592  
REF NO: 315922727306  
AUTH NO: 018120

CREDIT PURCHASE

ADD \$10.00 VALUE

TO SMARTRIP

S/N:  
0167 1529 9711 6988 5440

TOTAL AMOUNT: \$10.00

THANK YOU  
FOR RIDING METRORAIL

THE FUTURE IS  
RIDING ON METRO

04/17/18 07:35:10

Ballston  
Arlington VA  
FOR CUSTOMER SERVICE  
CALL 202-962-5719

4230 Fairfax Drive  
MEZZANINE 99  
MACHINE 30

AN: \*\*\*\*\*6595

VENDOR: 099-30-31742  
REF NO: 317422812903  
AUTH NO: 082564

CREDIT PURCHASE

ADD \$10.00 VALUE

TO SMARTRIP

S/N:  
0167 1529 9711 6988 5440

TOTAL AMOUNT: \$10.00

THANK YOU  
FOR RIDING METRORAIL

THE FUTURE IS  
RIDING ON METRO



Brenda Mills <bmills@ashevillenc.gov>

**Fwd: Your Apr 15, 2018 Confirmation #3430409438**

1 message

**Brenda Mills** <bgmills@charter.net>  
To: "Brenda G. Mills" <bmills@ashevillenc.gov>

Fri, Mar 23, 2018 at 3:22 PM

IAP2

Sent from my Personal iPhone

Begin forwarded message:

**From:** "Hilton Hotels & Resorts Confirmed" <hiltonhotels&resorts@res.hilton.com>  
**Date:** March 23, 2018 at 3:07:33 PM EDT  
**To:** "bgmills@charter.net" <bgmills@charter.net>  
**Subject:** Your Apr 15, 2018 Confirmation #3430409438  
**Reply-To:** confirmationhelp@hiltonres.com

*#1475-14  
see below*

Hilton Arlington  
950 North Stafford Street, Arlington, VA 22203  
T: 1 703-528-6000

Apr. 15, 2018 – Apr. 22, 2018  
Confirmation Number: 3430409438

UPDATE

*Brenda Mills,*  
*see you on Apr 15, 2018*



EXPLORE  
*Neighborhood*



FIND US  
*Maps & Directions*



DIG INTO  
*Dining*