DATE: August 24, 2026

TO: 911 Emergency Response Advisory Committee

FROM: Cody Shadle, City of Reno Public Safety Dispatch, Director shadlec@reno.gov 775-334-2370

SUBJECT: REQUEST FOR REIMBURSEMENT FOR THE ATTENDANCE OF ONE DISPATCHER AND ONE SUPERVISOR TO THE 2026 ANNUAL NENA CONFERENCE IN COLUMBUS, OHIO. [For Possible Action] - A review, discussion and possible action to approve, deny or otherwise modify a request to reimburse the costs associated with sending one dispatcher and one supervisor to the 2026 annual NENA Conference in Columbus, OH; not to exceed $5,666.95.

SUMMARY

REQUEST FOR EQUIPMENT REIMBURSEMENT FOR CITY OF RENO PUBLIC SAFETY DISPATCH PRIMARY PSAP (Public Safety Answering Point) [For Possible Action] - A review, discussion and possible action to approve, deny or otherwise modify a request to reimburse the costs associated with sending one dispatcher and one supervisor to the 2026 annual NENA Conference in Columbus, OH; not to exceed $5,666.95.

NRS APPLICABLE: *NRS 244A.7645* Provides approval of costs associated with purchasing, leasing or renting the equipment and software necessary to operate the enhanced telephone system, including, without limitation, equipment and software that identify the number from which a call is made, upgrade and replacement of equipment necessary for the operation of the enhanced telephone system.

STAKEHOLDER REVIEW(s)

Stakeholder is a primary Public Safety Answering Points (PSAP) – City of Reno Public Safety Dispatch.

PREVIOUS ACTION &BACKGROUND

On September 18th, 2025, the Washoe County E911 Emergency Response Advisory Committee approved reimbursement to the City of Reno Public Safety Dispatch for the cost of sending two dispatchers to the 2025 annual NENA Conference in Long Beach, CA, for a total of $5,392.48.

FISCAL IMPACT

The Enhanced 911 Fund is a special revenue fund which receives revenue pursuant to NRS 244A.7643 in the form of telephone surcharges collected to support the emergency reporting system.

The 2026 NENA Conference was held in Columbus, OH. The cost breakdown is as follows: registration was $600.00 per attendee; airfare was $684.45 per attendee; lodging was $1,080.88 per attendee; per diem, meals, and incidental expenses were $367.00 per attendee, travel to and from airport and hotel was $157.29; and baggage was $45.00; for a total expense of $5,666.95.

RECOMMENDATION

It is recommended that the E911 Emergency Response Advisory Committee approve the request to reimburse the costs associated with sending one dispatcher and one supervisor to the 2026 annual NENA Conference in Columbus, OH; not to exceed $5,666.95.

POSSIBLE MOTION

Move that the E911 Emergency Response Advisory Committee approve the request to reimburse the costs associated with sending one dispatcher and one supervisor to the 2026 annual NENA Conference in Columbus, OH; not to exceed $5,666.95.

City of Reno
Travel Expense Report

Employee Name	Nicole McGinnis-Keeth
Vendor #	11827
Date	7/28/2026
Employee Mailing Address	1851 Steamboat Pkway #7501 Reno, NV 89521
Department/Division	Public Safety Dispatch
Course/Conference Title	2026 NENA Conference
Begin Travel Status	Date: 6/28/2026 Time: 5:20
End Travel Status	Date: 7/2/2026 Time: 12:20
Destination(s)	Columbus, Ohio
Mode of Transportation	Commercial Airline/Uber

Required Supporting Documents

- ☑ Travel Request Packet
- ☑ Course Badge/Certificate
- ☑ Final Lodging/Rental Car Receipt
- ☑ Out of Pocket Expense Receipts
- ☑ All applicable Memos
- ☑ Flight Info/Receipt

Receipts (except for per diem) and mapped route (if mileage claimed) are required.

Date	Transportation				Per Diem				City Paid Lodging	Total
	Mileage			City Paid Airfare and Other Transport	Meals			Incidental		
	Trip Mileage	Mileage Rate	Total Mileage		Brkfast	Lunch	Dinner			
6/28/2026			-	684.45	20.00	22.00	33.00	5.00	270.22	$ 1,034.67
6/29/2026			-		20.00	22.00	33.00	5.00	270.22	350.22
6/30/2026			-		20.00	22.00	33.00	5.00	270.22	350.22
7/1/2026					20.00	22.00	33.00	5.00	270.22	350.22
7/2/2026			-		20.00	22.00		5.00		47.00
			-							-
			-							-
			-							-
			-							-
			-							-
Total	-		-	684.45	100.00	110.00	132.00	25.00	1,080.88	2,132.33

Out of Pocket Expenses - Include description and attach the original receipt (do not list expense above)

Type	Amt	Type	Amt	Type	Amt	Type	Amt	Type	Amt	
Lyft	29.89	Uber	37.4	Parking	90	Baggage	45			202.29

Registration ☑ Paid by City ☐ Paid by Employee	600.00
Total Claim Amount	2,934.62
Expenses Listed Above Paid with City Credit Card or City Check (will be subtracted from Total Claim Amount)	2,365.33
Net Amount Due Employee	$ 569.29

Commodity Code	Fund Impacted	Account Number to Charge Travel Expenses	Project Code
861.05	GENERAL FUND	00100-0880-0880-7484-0000	

Employee Signature & Date

I hereby certify that this is a true and correct claim for necessary expenses incurred by me on behalf of the City of Reno. I have confirmed the report is in compliance with Travel Policy 306, and that no other payment has been received by me other than listed.

Date: N McG 8/7/26

Department Head Signature & Date

I hereby certify that this claim is a just, due and unpaid obligation against the City of Reno, and I am authorized to approve payment for said claim.

Date: 8/18/26

CITY OF

RENO

Memorandum

DATE: 06/01/2026

TO: Jackie Bryant, City Manager

THROUGH: Cody Shadle, Director, Public Safety Dispatch

FROM: Joanna Aitken, Management Assistant, Public Safety Dispatch

DEPT: Public Safety Dispatch

SUBJECT: Travel Training Request

The following is a request and justification for travel training approval for Dispatch Supervisor Amanda Stegmaier and Dispatcher Nicole McGinnis-Keeth to attend the 2026 NENA Conference and Expo in Columbus, Ohio June 28 through July 2, 2026.

Overview: The NENA Conference is an annual event and provides critical training on 9-1-1 technology, networking with experts, education on product capabilities and current events in the field. The breakdown of cost for attending is as follows:

Registration $600.00 per attendee, round trip flight $684.50 per attendee, lodging $864.40 per attendee, per diem and incidentals $367.00 per attendee for a total estimated cost of $ $2,515.90 per attendee.

This conference is eligible for reimbursement through the 9-1-1 Emergency Response Advisory Committee.

Request approval for this travel and training.

City of Reno

Travel Request Form

Employee Name	Nicole McGinnis-Keeth
Vendor #	11827
Date	5/11/2026
Employee Mailing Address	1851 Steamboat Pkwy #7501 Reno, NV 89521
Department/Division	Public Safety Dispatch
Purpose	2026

Travel Information

Begin Travel Status	Date: 6/28/2026	Time: 6:00 AM
End Travel Status	Date: 7/2/2026	Time: 5:00 PM
Destination(s)	Columbus, OH	
Mode of Transportation	commercial airline/Uber/Lyft	

Training Information

Course Title	NENA 2026 Conference and Expo
Location of Course	Columbus, OH
Course Dates To-From	6/28/26-7/1/2026

Is this course required to maintain a certification required by current position? ☐ Yes ☑ No

Do you serve on the Board of Directors of a Committee of the organization sponsoring the meeting or will you be making a presentation? ☐ Yes ☑ No

→ If "yes" to any of the above, please explain on a separate sheet.

Estimated Costs

			Days	Rate		Total
Per Diem						
	Lodging		4	216.10		$ 864.40
	Meals	Breakfast	5	20.00	100.00	
		Lunch	5	22.00	110.00	
		Dinner	4	33.00	132.00	
		Incidental	5	5.00	25.00	367.00
Transportation Costs						
	Airfare, Shuttle, Taxi					684.50
	Rental Car*					
Registration Fees						600.00
Other						
Total Estimated Costs						2,515.90

How much, if any, of this will be funded/reimbursed by a grant or another entity 2,515.90

Name of Grant or Entity Washoe County 9-1-1 Emergency Advisory Committee

***Must include memo signed by the City Manager with justification as to why rental car is needed**

Account to which training/travel should be charged 00100-0880-0880-7484-0000

Fund Impacted **GENERAL FUND**

Employee Signature & Date

I have read Travel Policy 306 and confirm that this request is in compliance

Date: 5/16/26

Authorized Signature & Date

Department Head Approval

Date: 6/11/26

Unusual Travel Verification

☐ Leaving continental U.S.

☐ Exceeds 5 business days

☐ Costs exceed $5,000

If YES to any, special approval is required

An expense claim must be completed and submitted to Finance within 10 working days of your return.

CITY OF RENO

Memorandum

DATE: 08/06/2026

TO: Finance

FROM: Joanna Aitken, Management Assistant, Public Safety Dispatch

DEPT: Public Safety Dispatch

SUBJECT: Travel Training Request-Hotel Receipt

The following is in lieu of a hotel receipt.

Overview: The Hyatt Regency Columbus failed to give a physical printout to guest Nicole McGinnis-Keeth and she could not print a digital one for the purposes of this expense report.

The amount of her stay was $1,080.88.

Please accept this memo and a copy of her credit card authorization as a substitute for the printout.

ISSUED BY AND VALID ONLY ON

SOUTHWEST AIRLINES
PASSENGER RECEIPT

I ACKNOWLEDGE RECEIPT OF TICKET(S) AND/OR COUPONS FOR RELATED CHARGES DESCRIBED HEREO
BILLED OR IN EXTENDED PAYMENTS IN ACCORDANCE WITH STANDARD POLICY OF COMPANY ISSUING

X____________________ SIGNATURE OF CARDHOLDER

DATE OF ISSUE	PLACE OF ISSUE	ISO CODE
02JUL26	CMHWN01GS	US

NAME OF PASSENGER	NON TRANSFERABLE	CONF NUMBER/CARRIER CODE	ISSUING AGENT ID
MCGINNIS KEETH/NICOLE		B6D3MK/WN	0037TJ

ISSUED IN EXCHANGE FOR CONJUNCTION DOCUMENTS

NOT VALID FOR TRAVEL

SERVICE (RFISC)
CHECKED BAG UP TO 50LB 62LI /(0GO)
VI AUTH: 05218D $45.00 CMH WN LAS WN RNO45.00USD45.00END

FARE $45.00
TAX $0.00
TOTAL $45.00

CPN	DOCUMENT NUMBER
0	5264337379697

SOUTHWEST AIRLINES

N. PAYMENT IN FULL TO BE MADE WHEN
CARD. NO REFUNDS ON LOST TICKETS.

NAME OF PASSENGER
MCGINNIS KEETH/NICOL

ITINERARY
CMH LAS
LAS RNO

NOT VALID FOR TRAVEL
0 5264337379697

SURESTAY PLUS HOTEL RENO AIRPORT

1981 TERMINAL WAY
RENO, NV 89502

(775) 348-6370

ssprenoairport@gmail.com

06/28/2026 02:31 AM

Registered To:

LONG TERM PARKING, PARKING

1981 Terminal way
RENO, NV 89502

(775) 348-6370

Room #	910-A
Conf #	304627
Arrival	06/01/26
Departure	07/01/26
Room Type	ZCF - Conference Rooms
Guests	2 / 0
Payment	Cash

Posting Date	Oper	AcctCode	Description	From	Reference	Amount
06/28/26	Samson	1VS	PAYMENT VISA/MC		9459 - 03645D	$90.00-
					Balance Due	**$90.00-**

THE UNDERSIGNED GUEST AGREES TO PAY THE AMOUNT INDICATED ON THE BALANCE DUE PORTION OF THIS INVOICE. IF THE CHARGES ARE TO BE BILLED TO A THIRD PARTY, THE UNDERSIGNED AGREES TO BE PERSONALLY LIABLE FOR PAYMENT
OF THE CHARGES IN THE EVENT THAT THE INDICATED THIRD PARTY, PERSON, COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF SUCH CHARGES.

Signature

Hyatt CC Auth

HYATT REGENCY

Hyatt Regency Columbus

350 N High St, Columbus, OH 43215, US

614-463-1234

Guest Information 1

Guest First Name
Nicole

Guest Last Name
McGinnis-Keeth

Confirmation Number
3PK2C1KO

Arrival Date
06/28/26

Departure Date
07/02/26

Guest Phone Number
N/A

Guest Information 2

Guest First Name
Amanda

Guest Last Name
Stegmaier

Confirmation Number
3PK2C1KO

Arrival Date
06/28/26

Departure Date
07/02/26

Guest Phone Number
N/A

Requester Information

Cardholder Name
Joanna Aitken

Cardholder Email
aitkenj@reno.gov

Cardholder Phone Number
7753342370

Authorized Charges

I hereby authorize Hyatt Regency Columbus to charge the credit card provided for the following charges (applicable sales tax and fees may apply). Check all that apply:

✓ **Room & Tax and Mandatory Fees**

Comments
Guests are staying for the NENA conference

Acceptance

✓ **I confirm that I have read and acknowledge the use of my personal information in accordance with the Hyatt Privacy Policies available at privacy.hyatt.com.**

✓ **By using this form, I agree to the Hyatt.com Terms & Conditions, available at hyatt.com/help/terms/hyatt.**

✓ **I understand this form must be submitted at least 72 hours prior to the guest's arrival date. Authorizations submitted after this time may not be processed prior to the arrival date and may result in delays at check-in. Hotel may not accept credit card authorization requests for same day arrivals.**

✓ **I confirm that all guests listed above are age 18 or older.**

Cardholder's Signature

Joanna Aitken

06/22/2026 06:02 PM EDT IP: 128.92.132.5
aitkenj@reno.gov

Date
06/22/2026

HYATT REGENCY

✓ Hyatt CC Auth

Authorization Details

Authorization Details

Authorization

Payment details

Billing name
Joanna Aitken

Card number
XXXX-XXXX-XXXX-1407

Card type
MasterCard

Expiration date
08/2026

Payment overview

Type
CreditCard

Frequency
OneTime

Status
Authorized

Paid on
06/22/2026 06:05PM PDT

Transaction Details

Approval Number
01Z6NUJQ9G02PC2OQ5F66655J9...

Approval Code
02915Z

Transaction ID
1a0fe2fa-e337-4f29-9c5b-24108e...

Sertifi by flywire

Uber

Jun 28, 2026
2:41 PM

Tip

Uber One

Thanks for tipping, Nicole

We hope you enjoyed your ride this afternoon.

Total $37.40

10% off your next ride. Up to $10 per ride.

$1.54
Uber One credits earned

Trip fare	$29.15
Booking Fee	$1.64
CMH Airport Surcharge	$4.50
Sales Tax	$2.30
Tip	$5.00
Promotion	-$3.34
Uber One Credits	-$1.85

Payments

Hyatt Regency Columbus Columbus, OH 43215	Pickup 04:45
Southwest Airlines Columbus, OH 43219	Drop-off 04:57

Payment

Lyft Standard fare (7.5 mi, 12m)	$25.99
Increase Tip	$3.90

CONFERENCE & EXPO

NENA 2026

Columbus, Ohio

Registration Invoice

Women in 9-1-1 Alliance Reception	$0.00
Subtotal:	**$600.00**
Total:	**$600.00**
Payments:	**$600.00**
Balance Due:	**$0.00**

Cancellation Policy

Cancellations received before June 5, 2026 will be issued a refund less a $150 administrative fee per registrant. All cancellation requests must be submitted in writing to registrationhelp@nena.org. No refunds will be issued for cancellation requests received after June 5, 2026. Registrant substitutions from the same organization are permitted at any time at no additional charge. If the membership status of the substitute differs from that of the original registrant, a refund or additional charge may apply. Refunds will be issued using the original form of payment.

Payment History:

3/26/2026 - Credit Card MasterCard ***0722 $600.00

Outlook

Your Hotel Reservation - NENA 2026 Master Acknowledgement

From NENA 2026 Housing Bureau <info@cvent.com>
Date Thu 3/26/2026 2:31 PM
To Joanna Aitken <AitkenJ@reno.gov>

CONFERENCE & EXPO
NENA 2026
Columbus, Ohio

NENA 2026

HOTEL RESERVATION MASTER ACKNOWLEDGEMENT #3PK2C1KO

This is an automated acknowledgement from the NENA 2026 Housing Bureau

Thank you for making hotel reservations for NENA 2026 being held in Columbus, OH, over the dates of Jun 27, 2026 - Jul 2, 2026.

All reservation changes can be made at the event website:
https://book.passkey.com/entry?token=eyJhbGciOiJIUzI1NiIsInR5cCI6IkpXVCJ9.eyJwYXlsb2FkIjoiMVJsRDBCZmxTVkUvVmt3QzQvSzZKYU9id0Q2eU9HTmptbkdvbnplanZLMy84V1ZHc3N0WHJuZGJ1MVlRQ0J0UTRHK3hKMC
1Jy2Q&utm_source=6761&utm_medium=email&utm_campaign=299264656

HOTEL INFORMATION

Hyatt Regency Columbus
350 North High Street
Columbus, OH 43215

BOOKING CONTACT INFORMATION

Nicole McGinnis-Keeth
City of Reno
5195 Spectrum Blvd.

Reno, NV 89512
US
7753342370
aitkenj@reno.gov

Hyatt Regency Columbus

350 North High Street, Columbus, OH 43215 | 614-463-1234

Standard Double/Double

Primary Guest
Amanda Stegmaier

Check-in	Checkout	Status
28-Jun-2026	02-Jul-2026	Confi

Room Total

Manage stay

Primary Guest
Nicole McGinnis-Keeth

Check-in	Checkout	Status
28-Jun-2026	02-Jul-2026	Confi

Room Total

Manage stay

Standard Double/Double Policies

June 2

Reservation Details

You can modify or cancel your reservations.

Hyatt Regency Columbus

350 North High Street
Columbus , OH 43215 , United States of America

YOUR MASTER ACKNOWLEDGEMENT NUMBER

3PK2C1KO

Edit Cancel

Booking Contact Information

Nicole McGinnis-Keeth
aitkenj@reno.gov
7753342370
5195 Spectrum Blvd.
Reno NV 89512 US

CONFERENCE & EXPO

NENA 2026

Columbus, Ohio

Registration Invoice

NENA 2026 Closing Celebration	$0.00
Subtotal:	$600.00
Total:	$600.00
Payments:	$600.00
Balance Due:	$0.00

Cancellation Policy

Cancellations received before June 5, 2026 will be issued a refund less a $150 administrative fee per registrant. All cancellation requests must be submitted in writing to registrationhelp@nena.org. No refunds will be issued for cancellation requests received after June 5, 2026. Registrant substitutions from the same organization are permitted at any time at no additional charge. If the membership status of the substitute differs from that of the original registrant, a refund or additional charge may apply. Refunds will be issued using the original form of payment.

Payment History:

3/26/2026 - Credit Card MasterCard ***0722 $600.00

City of Reno

Thanks for flying with us!

Trip summary

Flight

CONFIRMATION #

B6D3MK

JUN 28 - JUL 2

RNO → CMH

FLIGHT TOTAL

$684.45

6/28 - Columbus

JUN 28 - JUL 2

Reno/Tahoe, NV *to* Columbus, OH

Confirmation # B6D3MK

Internal Reference # none

PASSENGERS	EST. POINTS	FLIGHT	EXTRAS	FARE/SEATS
Nicole Mcginnis Keeth	+3,540 PTS	RNO → MDW	—	Choice **Seat assigned** at check-in
		MDW → CMH	—	Choice **Seat assigned** at check-in
		CMH → LAS	—	Choice **Seat assigned** at check-in
		LAS → RNO	—	Choice **Seat assigned** at check-in

Upgrade or modify seats

Departing 6/28/26 Sunday

DEPARTS	**5:20** AM	**RNO** Reno/Tahoe, NV - RNO	FLIGHT **2581** SCHEDULED AIRCRAFT Boeing 737 MAX8 *Subject to change*
ARRIVES	11:00 AM	MDW Chicago (Midway), IL - MDW	TRAVEL TIME **3hr 40min**

stop 1: Chicago (Midway), IL - MDW

DEPARTS	11:55 AM	MDW Chicago (Midway), IL - MDW	FLIGHT **2128** SCHEDULED AIRCRAFT Boeing 737 MAX8 *Subject to change*
ARRIVES	**2:10** PM	**CMH** Columbus, OH - CMH	TRAVEL TIME **1hr 15min**

Choice (Passenger x1) **$390.17**

SUBTOTAL **$390.17**

Returning 7/2/26 Thursday

DEPARTS	**6:45** AM	**CMH** Columbus, OH - CMH	FLIGHT **1191** SCHEDULED AIRCRAFT Boeing 737 MAX8 *Subject to change*
ARRIVES	8:00 AM	LAS Las Vegas, NV - LAS	TRAVEL TIME **4hr 15min**

stop 1: Las Vegas, NV - LAS

DEPARTS	10:55 AM	LAS Las Vegas, NV - LAS	FLIGHT **2115** SCHEDULED AIRCRAFT Boeing 737-800 *Subject to change*
ARRIVES	**12:20** PM	**RNO** Reno/Tahoe, NV - RNO	TRAVEL TIME **1hr 25min**

Choice (Passenger x1) **$199.64**

SUBTOTAL **$199.64**

Taxes & fees $94.64

Flight total $684.45

Icon legend

WiFi available | Live TV available | Change planes

Helpful Information:

- **No-show policy:** If you do not plan to travel on your flight, you must cancel your reservation at least 10 minutes prior to the flight's original scheduled departure time. If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, your reservation will be canceled, and your funds and points may be forfeited. Learn more

- Please read the fare rules associated with this purchase.
- When booking with Rapid Rewards points, your points balance may not immediately update in your account.
- For more information regarding Cash + Points, visit Southwest.com/rrterms
- **REAL ID Requirement:** Do you have a **REAL ID**? Beginning May 7, 2025, you will need a state-issued **REAL ID** compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit www.tsa.gov for a list of acceptable forms of ID and additional information regarding **REAL ID** requirement.

Payment summary

PAYMENT INFORMATION

AMOUNT PAID

MasterCard 1407
XXXXXXXXXXXX1407
Expiration: 8/26

CARD HOLDER
Joanna Aitken

BILLING ADDRESS
PO Box 1900
Reno, NV US 89505

$684.45

Total charged

SUBTOTAL	$589.81
TAXES & FEES	$94.64
TOTAL DOLLARS	**$684.45**

Show price breakdown

U.S. General Services Administration

FY 2026 per diem rates for columbus, Ohio

Meals and incidental expenses (M&IE) rates and breakdown

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and lastday of travel
Columbus	Franklin	$80	$20	$22	$33	$5	$60.00

U.S. General Services Administration

FY 2026 per diem rates for columbus, Ohio

Daily lodging rates (excluding taxes) | October 2025 - September 2026

Primary destination	County	2025 Oct	Nov	Dec	2026 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Columbus	Franklin	$131	$131	$131	$131	$131	$131	$131	$131	$131	$131	$131	$131

City of Reno
Travel Expense Report

Employee Name	Amanda Stegmaier	Vendor # 6715	Date 7/14/2026
Employee Mailing Address	4729 Tabuka ln Sparks, NV 89436	Department/Division	Public Safety Dispatch
Course/Conference Title	2026 NENA Conference		
Begin Travel Status	Date: 6/28/2026 Time: 5:20	End Travel Status	Date: 7/2/2026 Time: 12:20
Destination(s)	Columbus, Ohio	Mode of Transportation	Commercial Airline/Uber

Required Supporting Documents: ☑ Travel Request Packet ☑ Course Badge/Certificate ☑ Final Lodging/Rental Car Receipt ☑ Out of Pocket Expense Receipts ☑ All applicable Memos ☑ Flight Info/Receipt

Receipts (except for per diem) and mapped route (if mileage claimed) are required.

Date	Transportation – Mileage: Trip Mileage	Mileage Rate	Total Mileage	City Paid Airfare and Other Transport	Per Diem – Meals: Brkfast	Lunch	Dinner	Incidental	City Paid Lodging	Total
6/28/2026			-	684.45	20.00	22.00	33.00	5.00	270.22	$ 1,034.67
6/29/2026			-		20.00	22.00	33.00	5.00	270.22	350.22
6/30/2026			-		20.00	22.00	33.00	5.00	270.22	350.22
7/1/2026					20.00	22.00	33.00	5.00	270.22	350.22
7/2/2026			-		20.00	22.00		5.00		47.00
			-							-
			-							-
			-							-
			-							-
			-							-
Total	-		-	684.45	100.00	110.00	132.00	25.00	1,080.88	2,132.33

Out of Pocket Expenses - Include description and attach the original receipt (do not list expense above)

Type	Amt	Type	Amt	Type	Amt	Type	Amt	Type	Amt	
										-

Registration	☑ Paid by City ☐ Paid by Employee	600.00
Total Claim Amount		2,732.33
Expenses Listed Above Paid with City Credit Card or City Check (will be subtracted from Total Claim Amount)		2,365.33
Net Amount Due Employee		$ 367.00

Commodity Code	Fund Impacted	Account Number to Charge Travel Expenses	Project Code
861.05	GENERAL FUND	00100-0880-0880-7484-0000	

Employee Signature & Date

I hereby certify that this is a true and correct claim for necessary expenses incurred by me on behalf of the City of Reno. I have confirmed the report is in compliance with Travel Policy 306, and that no other payment has been received by me other than listed.

Date: 8/11/24

Department Head Signature & Date

I hereby certify that this claim is a just, due and unpaid obligation against the City of Reno, and I am authorized to approve payment for said claim.

Date: 8/11/26

HYATT REGENCY

Hyatt Regency Columbus
350 North High Street
Columbus, OH 43215
Tel: 614-463-1234
Fax: 614-280-3034
columbusregency.hyatt.com

INVOICE

Amanda Stegmaier
5195 Spectrum Blvd
Reno NV 89512
United States

Room No.	0624
Arrival	06-28-26
Departure	07-02-26
Folio Window	2
Folio No.	1386333

Confirmation No.	4530472001
Group Name	National Emergency Number Assn
Booking No.	YBCH8PXY

Date	Description		Charges	Credits
06-28-26	Accommodation		229.00	
06-28-26	City Occupancy Tax 10%		22.90	
06-28-26	Room State Tax 8%		18.32	
06-29-26	Accommodation		229.00	
06-29-26	City Occupancy Tax 10%		22.90	
06-29-26	Room State Tax 8%		18.32	
06-30-26	Accommodation		229.00	
06-30-26	City Occupancy Tax 10%		22.90	
06-30-26	Room State Tax 8%		18.32	
07-01-26	Accommodation		229.00	
07-01-26	City Occupancy Tax 10%		22.90	
07-01-26	Room State Tax 8%		18.32	
07-02-26	Mastercard	XXXXXXXXXXXX1407 XX/XX		1,080.88

	Charges	Credits
Total	1,080.88	1,080.88
Balance	0.00	

Guest Signature

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

For inquiries concerning your bill, please call 888-587-2877

We value your feedback. If you were not fully satisfied with your visit, please email us at: hyattcolumbus@Hyatt.com

Please remit payment to:
Hyatt Regency Columbus
PO Box 301596
Dallas TX 75303-1596

World of Hyatt Summary

No Membership to be credited

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NENA 2026
Columbus, Ohio

AMANDA

Amanda Stegmaier

City of Reno Public Safety Dispatch

Reno, NV

Presenting sponsor
AKIMA

430346032

ATTENDEE

ATTENDEE

430346032

Presenting sponsor
AKIMA

Reno, NV

City of Reno Public Safety Dispatch

Amanda Stegmaier

AMANDA

Columbus, Ohio
NENA 2026

City of Reno

Thanks for flying with us!

Trip summary

Flight

CONFIRMATION #
B6CXHJ

JUN 28 - JUL 2
RNO → CMH

FLIGHT TOTAL
$684.45

6/28 - Columbus

JUN 28 - JUL 2
Reno/Tahoe, NV *to* Columbus, OH

Confirmation # B6CXHJ
Internal Reference # none

PASSENGERS	EST. POINTS	FLIGHT	EXTRAS	FARE/SEATS
Amanda Stegmaier	+3,540 PTS	RNO → MDW	—	Choice **Seat assigned** at check-in
		MDW → CMH	—	Choice **Seat assigned** at check-in
		CMH → LAS	—	Choice **Seat assigned** at check-in
		LAS → RNO	—	Choice **Seat assigned** at check-in

Upgrade or modify seats

Departing 6/28/26 Sunday

DEPARTS	5:20 AM	**RNO** Reno/Tahoe, NV - RNO	FLIGHT **2581** SCHEDULED AIRCRAFT Boeing 737 MAX8 *Subject to change*	
ARRIVES	11:00 AM	**MDW** Chicago (Midway), IL - MDW	TRAVEL TIME **3hr 40min**	
	stop 1: Chicago (Midway), IL - MDW			
DEPARTS	11:55 AM	**MDW** Chicago (Midway), IL - MDW	FLIGHT **2128** SCHEDULED AIRCRAFT Boeing 737 MAX8 *Subject to change*	
ARRIVES	2:10 PM	**CMH** Columbus, OH - CMH	TRAVEL TIME **1hr 15min**	

Choice *(Passenger x1)* **$390.17**

SUBTOTAL **$390.17**

Returning 7/2/26 Thursday

DEPARTS	6:45 AM	**CMH** Columbus, OH - CMH	FLIGHT **1191** SCHEDULED AIRCRAFT Boeing 737 MAX8 *Subject to change*	
ARRIVES	8:00 AM	**LAS** Las Vegas, NV - LAS	TRAVEL TIME **4hr 15min**	
	stop 1: Las Vegas, NV - LAS			
DEPARTS	10:55 AM	**LAS** Las Vegas, NV - LAS	FLIGHT **2115** SCHEDULED AIRCRAFT Boeing 737-800 *Subject to change*	
ARRIVES	12:20 PM	**RNO** Reno/Tahoe, NV - RNO	TRAVEL TIME **1hr 25min**	

Choice *(Passenger x1)* **$199.64**

SUBTOTAL **$199.64**

Taxes & fees **$94.64**

Flight total $684.45

Icon legend

WiFi available | Live TV available | Change planes

Helpful Information:

- **No-show policy:** If you do not plan to travel on your flight, you must cancel your reservation at least 10 minutes prior to the flight's original scheduled departure time. If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, your reservation will be canceled, and your funds and points may be forfeited. Learn more.

- Please read the fare rules associated with this purchase.
- When booking with Rapid Rewards points, your points balance may not immediately update in your account.
- For more information regarding Cash + Points, visit Southwest.com/rrterms
- **REAL ID Requirement:** Do you have a **REAL ID**? Beginning May 7, 2025, you will need a state-issued **REAL ID** compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit www.tsa.gov for a list of acceptable forms of ID and additional information regarding **REAL ID** requirement.

Payment summary

PAYMENT INFORMATION | AMOUNT PAID

MasterCard 1407 XXXXXXXXXXXX1407 Expiration: 8/26	CARD HOLDER **Joanna Aitken**	BILLING ADDRESS **PO Box 1900** **Reno, NV US 89505**	**$684.45**

Total charged

SUBTOTAL	$589.81
TAXES & FEES	$94.64
TOTAL DOLLARS	**$684.45**

Show price breakdown

U.S. General Services Administration

FY 2026 per diem rates for columbus, Ohio

Meals and incidental expenses (M&IE) rates and breakdown

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and lastday of travel
Columbus	Franklin	$80	$20	$22	$33	$5	$60.00

U.S. General Services Administration

FY 2026 per diem rates for columbus, Ohio

Daily lodging rates (excluding taxes) | October 2025 - September 2026

Primary destination	County	2025 Oct	Nov	Dec	2026 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Columbus	Franklin	$131	$131	$131	$131	$131	$131	$131	$131	$131	$131	$131	$131

CONFERENCE & EXPO

NENA 2026

Columbus, Ohio

Registration Invoice

Women in 9-1-1 Alliance Reception	$0.00

Subtotal:	**$600.00**
Total:	**$600.00**
Payments:	**$600.00**
Balance Due:	**$0.00**

Cancellation Policy
Cancellations received before June 5, 2026 will be issued a refund less a $150 administrative fee per registrant. All cancellation requests must be submitted in writing to registrationhelp@nena.org. No refunds will be issued for cancellation requests received after June 5, 2026. Registrant substitutions from the same organization are permitted at any time at no additional charge. If the membership status of the substitute differs from that of the original registrant, a refund or additional charge may apply. Refunds will be issued using the original form of payment.

Payment History:	
3/26/2026 - Credit Card MasterCard ***0722	$600.00