



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 03/21/2023

**SUBJECT: APPROVAL OF AN EXCEPTION TO THE TRAVEL POLICY FOR
WITHIN REGION TRAVEL – TAX OFFICE**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve an exception to the County's Travel Policy for a Within Region Travel Request for the Tarrant County Tax Office.

BACKGROUND

Tax Assessor Collector Wendy Burgess will be attending the Tax Assessor Collectors Association Annual Conference on June 3-8, 2023, in Dallas, Texas.

In order to avoid heavy traffic each morning and evening, Tax Assessor Collector Wendy Burgess is requesting that the Court approve an exception to the travel policy, allowing within region overnight lodging.

FISCAL IMPACT

The total cost for lodging is \$957.19. Funds are available in account 588261/10000-2023/1310300000.

SUBMITTED BY:	Administrator's Office	PREPARED BY: APPROVED BY:	Miriam Garza
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