

EXPENSE REPORT

South Placer Municipal Utility District

5807 Springview Drive, Rocklin, CA 95677

PHONE	916-786-8555	NAME	Eric Nielsen	PURPOSE	CSDA Annual Conference	Mileage Rate	\$0.56/mile	as of: 1/1/2021
FAX	916-786-8553	DEPT	Field Services	BEGINNING	8/29/2021	Breakfast Rate	\$18.00/day	for: Monterey, CA
EMAIL	enielsen@spmud.ca.gov	POSITION	Superintendent	ENDING	9/2/2021	Lunch Rate	\$19.00/day	
WEB		MANAGER	Herb Niederberger	PREPARED BY	Eric Nielsen	Dinner Rate	\$34.00/day	
				APPROVED BY	Herb Niederberger	Incidental Exp	\$5.00/day	

Meals

Date	Description	Conference Cost	Hotel	Airfare	Breakfast	Lunch	Dinner	Parking	Transportation	Gas	Mileage	Mile Cost	Total	P-card? (Y or N)
8/30/21	Conference Fee	\$625.00										\$0.00	\$625.00	Y
8/30/21	Workshop Fee	\$100.00										\$0.00	\$100.00	Y
8/29/21	Hotel		\$256.80									\$0.00	\$256.80	Y
8/29/21	Parking							\$15.00				\$0.00	\$15.00	N
8/30/21	Hotel		\$256.80									\$0.00	\$256.80	N
8/30/21	Parking							\$15.00				\$0.00	\$15.00	N
8/31/21	Hotel		\$256.80									\$0.00	\$256.80	N
8/31/21	Parking							\$15.00				\$0.00	\$15.00	N
9/1/21	Hotel		\$256.80									\$0.00	\$256.80	N
9/1/21	Parking							\$15.00				\$0.00	\$15.00	N
												\$0.00	\$0.00	
												\$0.00	\$0.00	
												\$0.00	\$0.00	
												\$0.00	\$0.00	
												\$0.00	\$0.00	
												\$0.00	\$0.00	
												\$0.00	\$0.00	
	Total	\$725.00	\$1,027.20	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00	\$0.00	\$0.00		\$0.00	\$1,812.20	
													Less Cash Advance/Charges to the District	\$981.80
													Total Due Employee	\$830.40

Notes: I drove a District vehicle so no gas purchases or mileage reimbursements are needed.
 The cost for parking was included in the cost of the hotel.
 The cost of the conference included most meals so no reimbursement for meals is necessary.