

**ORDER**

TO APPROVE TRAVEL FOR THE MUNICIPAL CLERK TO ATTEND THE 2025 FALL  
CERTIFIED MUNICIPAL CLERK TRAINING IN RIDGELAND, MS

**WHEREAS**, Deputy Clerk, Katira Hammett is requesting that the City of Laurel approve her in-state travel to attend the 2025 Fall Certified Municipal Clerk Training on August 25-27, 2025 at Embassy Suites Ridgeland. The estimated cost will be \$991.00 - Hotel: \$322.00, Registration: \$325.00, and Per Diem: \$344.00.

**IT IS ORDERED**, by the Mayor and the City Council that the municipal clerk be approved to attend the 2025 Fall Certified Municipal Clerk Training on August 25-27, 2025 at Embassy Suites in Ridgeland. Expenses should be paid from the City Clerk's Travel, Job Training, Meals, Lodging Account (001-140-610.0) in the amount of \$991.00 for the purpose of MS clerk certification.

**SO ORDERED** this the 8<sup>th</sup> day of July, 2025. Motion was made by

\_\_\_\_\_, and seconded by \_\_\_\_\_, that the foregoing

Order be adopted.

Upon roll call vote, the result was as follows:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The President thereupon declared the motion carried and the Order adopted this the 8<sup>th</sup> day of July, A.D., 2025.

\_\_\_\_\_  
PRESIDENT OF THE COUNCIL

ATTESTED AND SUBMITTED TO THE MAYOR BY THE CLERK OF THE COUNCIL ON  
JULY \_\_\_\_\_, 2025.

\_\_\_\_\_  
CLERK OF THE COUNCIL

APPROVED ( ) DATE\_\_\_\_\_

VETOED ( ) DATE\_\_\_\_\_

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

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Min. of July 8, 2025; Min. Book No. 104; Page \_\_\_\_; Agenda Item No