



CITY OF DANIA BEACH
COMMUNITY DEVELOPMENT DEPARTMENT
STAFF REPORT

DATE: May 8, 2012

TO: Robert Baldwin, City Manager

FROM: Robert Daniels, Director *Robert Daniels*

SUBJECT: **Travel Request** for Lou Ann Patellaro, Building and Planning Operations Manager to attend the Certified Floodplain Manager Certification Course in Jacksonville, Florida on June 25-29, 2012 for Certification Purpose (Estimated Cost \$1,117.25)

The Community Development Department requests approval for the Building and Planning Operations Manager, Lou Ann Patellaro, to attend the Florida Floodplain Managers Association training course "Managing Floodplain Development through the NFIP" being held in Jacksonville. The Association of State Floodplain Managers (ASFPM) Certified Floodplain Managers (CFM) exam will be offered on Friday, June 29th.

Having a staff member certified as a floodplain manager will improve the City's chances for receiving a higher Community Rating System (CRS) score.

Funding for the request is available as follows:

107-1502-524-55-10	\$738.00
107-1502-524-54-10	\$269.25
001-1501-515-55-10	\$110.00

STAFF RECOMMENDATION

Approve



**CITY OF DANIA BEACH
PRE-APPROVED CONFERENCE OR TRAINING AUTHORIZATION/RECONCILIATION**

EMPLOYEE: Lou Ann Patellaro DEPARTMENT: Community Development - Building

LOCATION: Jacksonville, FL TRIP/TRAINING DATE: June 25-29

Overnight Out of State Air Travel

PURPOSE: Floodplain Management Certified Floodplain Managers Certification Course and Exam

Overnight

TRAVEL EXPENSES ESTIMATED: (Policy #2006-1000)

REGISTRATION (attach conference brochure)	\$ 260.00
LODGING (# of nights <u>5</u>)	495.00
MEALS (per diem)	242.25
OTHER INCIDENTAL EXPENSES:	
AIRFARE	-
GAS/TOLLS <input checked="" type="checkbox"/> Certification <input type="checkbox"/> General	120.00
OTHER TRANSPORTATION <input type="checkbox"/> License <input type="checkbox"/> Oth.	
SUPPLIES/MATERIALS	
TOTAL ESTIMATED EXPENSES:	\$ 1,117.25

This seminar is required for:

Floodplain Manager Exam and Certification, Building - Review for Elevation Cert.
and Planning - Community Rating Service Credits

Note any overnight or out of state travel events attended in the last 12 months:

Employee Signature: *Lou Ann Patellaro* ^{nc}

Robert Alvarado
Department Director

TRAVEL AUTHORIZATION:
Muel/AV 4/17/12
Finance Director

[Signature]
City Manager

If payment is made through City's credit card, please indicate "credit card" under "Date" Column

Check Payer:	Amount:	Date:	RECONCILIATION	
			Actual	Differences
Registration:	\$ 260.00	Credit card		
Lodging: Hampton Inn Jacksonville I-295 East Bay	495.00	6/21/2012		
Transportation: Own Vehicle	120.00	6/21/2012		
Traveler: Lou Ann Patellaro	242.25	6/21/2012		
Others:				
Account #: 107-1502-524-55-10	738.00			
Account #: 107-1502-524-54-10	269.25			
Account #: 001-1501-515-55-10	110.00			
Account #: SEE ABOVE	\$ 1,117.25			

Name: Lou Ann
 Location: Dania Beach, FL
 Purpose: Per Diem - Jacksonville 6-25 to 6-29 644 miles RT

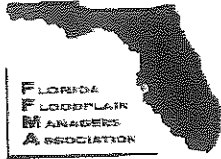
IRS Pub 1542 M&IE \$51.00 (obtain from Per diem form on City's intranet;
 Jacksonville

	6/24/2012	6/25/2012	6/26/2012	6/27/2012	6/28/2012	6/29/2012	Total Est. Exps
Meal Provided:	Travel no meals	B/L/D	B/L/D	B/L/D	B/L/D	B/L TRAVEL	
Per Diem		\$51.00	\$51.00	\$51.00	\$51.00	\$38.25	\$242.25
Lodging	99.00	99.00	99.00	99.00	99.00		495.00
Gas / Tolls	60.00					60.00	120.00
Conf Fees & Exam	50.00					210.00	260.00
Airfare							-
							\$1,117.25

* Travel day - reduce adjusted daily per diem by 25%

per diem reductions

Breakfast (B) 15% \$7.65
 Lunch (L) 35% \$17.85
 Dinner (D) 50% \$25.50



"Managing Floodplain Development Through The NFIP" (EMI Course Code: L273)

This 4-day course scheduled for June 25th through the 28th, 2012 is designed to provide an organized training opportunity for local officials responsible for administering their local floodplain management ordinances. The course will focus on the National Flood Insurance Program, the concepts of sound floodplain management, Flood Insurance Rate Maps and Flood Insurance Studies, ordinance administration, and the relationship between floodplain management and flood insurance.

After the L-273 Course, the Association of State Floodplain Managers (ASFPM) Certified Floodplain Managers (CFM) exam will be offered. The exam will be offered on Friday, June 29th, 2012 from 9:00 a.m. to 12 Noon. The L-273 Course is for enhancement and/or refresher only and not intended to teach the exam.

Primary Instructors: Prasad Inmula and Jason Hunter, FEMA - REGION IV

When: June 25th through the 28th, 2012 **Time:** 8 a.m. - 5 p.m.

Where: Taylor Engineering, Inc.
10151 Deerwood Park Blvd, Bldg 300, Suite 300
Jacksonville, FL 32256

Fee: \$100.00 (\$50.00 for FFMA individual members)

Please send the application form on page 4 and method of payment/fee (payable to FFMA) to:

Sally Cook, CFM
1112 Manatee Ave W, 4th floor
Bradenton, FL 34205
Or E-mail to: sally.cook@mymanatee.org

Also include with payment the new Emergency Management Institute application:
(downloadable from <http://training.fema.gov/Appiv/119-25-1%20Previously%20FF75-5.pdf>)

Seating is limited to the first forty (40) people. Please reserve a seat by sending in the registration form as soon as possible, even if you feel that payment will be delayed. There is no need to request approval from the State; FFMA will seek the approval from the State for you. Send in the application by June 1st, 2012. No money will be refunded if cancellations are made after this date.

Plan on taking the CFM Exam on Friday? See page three (3) for directions on how to apply and pay for the CFM Exam through the ASFPM with Anita Larson. Seating is limited to the first twenty five (25) people.

GENERAL INFORMATION

Course Host: Katrina Myers, P.E., CFM
904-256-1310
kmyers@tayloengineering.com
Taylor Engineering, Inc.
10151 Deerwood Park Blvd, Bldg 300, Suite 300
Jacksonville, FL 32256

HOTELS: Please make your own hotel accommodations in the Jacksonville area.

SUGGESTED LOCATIONS:

127/night
CS
Aloft Jacksonville Tapestry Park
4812 Deer Lake Drive West
Jacksonville, FL 32246
(904) 998-4448

595-
CS
Hampton Inn Jacksonville-9A & Baymeadows
8127 Point Meadows Drive
Jacksonville, FL 32256
(904) 363-7150

944/night
CS
Sheraton Jacksonville Hotel
10605 Deerwood Park Boulevard
Jacksonville, FL 32256
(904) 564-4772

COURSE SPONSORED BY:

- Florida Floodplain Managers Association "FFMA"
- Florida Division of Emergency Management "FDEM"



COURSE HOSTED BY:

Taylor Engineering, Inc., Contact: Katrina Myers, P.E., CFM

COURSE INSTRUCTION AND MATERIALS PROVIDED BY
Federal Emergency Management Agency, Reg. IV

Certified Floodplain Manager (CFM) Examination

After the L-273 Course, from 9 am to 12 noon on Friday, June 29th, 2012 the Association of State Floodplain Managers (ASFPM) Certified Floodplain Managers (CFM) exam will be offered. (The L-273 Course is for enhancement and/or refresher only and not intended to teach the exam.)

Max Attendees for CFM Exam: 25

In order to be considered to take the Certified Floodplain Managers Exam on Friday, June 29th, 2012 you must submit your completed application along with the appropriate fee to:

ASFPM by June 4th, 2012

When: Friday, June 29th, 2012 Time: 9 a.m. - 12 p.m.

Where: Taylor Engineering, Inc.
10151 Deerwood Park Blvd, Bldg 300, Suite 300
Jacksonville, FL 32256

Fee: \$340.00 (\$100.00 for ASFPM individual members)

See Package -

In order to take the exam, you must complete the application for the CFM Program which is available on the ASFPM website <http://www.floods.org> under certification. You may fill out the ASFPM individual application as well and submit for membership at the same time as applying for the exam.

In order to be considered to take the Certified Floodplain Managers Exam on Friday, June 29th, 2012 you must submit your completed application along with the appropriate fee to:

ASFPM by June 4th, 2012

Please Contact: Ms. Anita Larson
Association of State Floodplain Managers
2809 Fish Hatchery Rd, Suite 204
Madison, WI 53713
Phone: 608-274-0123
E-mail: cfm@floods.org



Hampton Inn Jacksonville-I-295 East/Baymeadows
8127 Point Meadows Dr., Jacksonville, Florida, 32256, USA
1-904-363-7150

Reservation Summary

24 Jun 2012 - 29 Jun 2012, 1 room for 1 adult

Change currency USD - American Dollars



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1 KING BED NONSMOKING

This spacious non-smoking room features a king-sized bed, ...



RATE PLAN

Best Available Rate
Commissionable

Romance Package Special offer

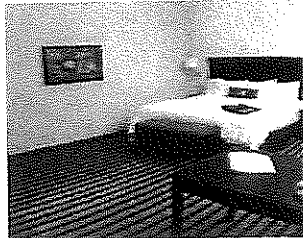
Allow us to set the stage for a very romantic evening! Package ... Commissionable

PRICE PER NIGHT (USD)
\$119 Select

\$159 Select

1 KING BED-LARGER ROOM-NONSMOKING

This spacious non-smoking larger room features a king-sized bed, ...



RATE PLAN

Best Available Rate
Commissionable

Romance Package Special offer

Allow us to set the stage for a very romantic evening! Package ... Commissionable

PRICE PER NIGHT (USD)
\$119 Select

\$159 Select

From 107-1562 524 55-10

Class starts on 6/25 @ 9 AM






Comb. 6-24 to 6-29 @ 495.00
\$295.00 @ 5016475
852 776 55
Corp Rate \$99.00



Directions to 10151 Deerwood Park Blvd, Jacksonville, FL 32256
322 mi – about 5 hours 19 mins



100 W Dania Beach Blvd, Dania Beach, FL 33004

- 1. Head west on **W Dania Beach Blvd** toward **NW 3rd Ave** go 180 ft
total 180 ft
-  2. Take the 1st left onto **SW 3rd Ave**
About 1 min go 0.2 mi
total 0.3 mi
-  3. Take the 1st right onto **Stirling Rd**
About 2 mins go 0.9 mi
total 1.2 mi
-  4. Merge onto **I-95 N** via the ramp to **W Palm Beach**
About 5 hours 9 mins go 318 mi
total 319 mi
-  5. Take exit **340** to merge onto **FL-115 N/Southside Blvd**
About 6 mins go 3.1 mi
total 322 mi
-  6. Turn right onto **Deerwood Park Blvd** go 0.1 mi
total 322 mi
-  7. Make a U-turn go 72 ft
total 322 mi



10151 Deerwood Park Blvd, Jacksonville, FL 32256

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

Map data ©2012 Google

Directions weren't right? Please find your route on maps.google.com and click "Report a problem" at the bottom left.