



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

EMPLOYEE: Albert C. Jones DEPARTMENT: City Commission

LOCATION: Kissimmee, Florida TRIP/TRAINING DATE: November 18-20, 2015

PURPOSE: To attend the Florida League of Cities Legislative Conference Embassy Suites Orlando-Lake Buena Vista South

Overnight Out of State Air Travel

TRAVEL EXPENSES ESTIMATED: (Policy #2002-10-1)

REGISTRATION (attach conference brochure)	\$ 225.00
LODGING (# of nights <u>3</u>) (parking \$12 per night)	483.00
MEALS (per diem)	160.65
OTHER INCIDENTAL EXPENSES:	
AIRFARE	_____
GAS/TOLLS (round trip)	264.88
OTHER TRANSPORTATION	_____
SUPPLIES/MATERIALS	_____
TOTAL ESTIMATED EXPENSES:	\$ 1,133.53

This seminar is required for: Certification General Training
 License Other

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

Trip to Washington DC, June 2-4, 2015 for Dania University Grant; FLC Legislative Committee June 25-26, 2015; FLC Legislative Committee July 17, 2015; FLC 2015 89th Annual Conference Aug 12-16, 2015

Employee Signature: _____

TRAVEL AUTHORIZATION:

 Department Director TAS 10/18/15
 Finance Director _____
 City Manager

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

	Check Payee:	Amount:	Date:	RECONCILIATION	
				Actual	Differences
Registration:	FLC 2015 Legislative Conference	\$ 225.00			
Lodging:	Embassy Suites Orlando-Lake Buena Vista South+ parking	483.00			
Transportation:	Commissioner Jones - Gas + Tolls	264.88			
Traveler:	Commissioner Jones - Per Diem	160.65			
Others:					
Account #:	001-1101-511.40-10	\$ 1,133.53			

Name: Commissioner Albert C. Jones
Location: Embassy Suites Orlando-Lake Buena Vista South
Purpose: 2015 FLC Legislative Conference

IRS Pub 1542 **M&IE** **\$51.00** (obtain from Per diem from gsa.gov website)

REVISED/7-16-15	*Travel day			*Travel day		Total Est Exps
	11/18/2015	11/19/2015	11/20/2015	11/21/2015		
Meal Provided:		Luncheon				
Per Diem	\$ 38.25	\$33.15	\$51.00	\$38.25	\$	160.65
Lodging	149.00	149.00	149.00			447.00
Parking	12.00	12.00	12.00			36.00
Conf Fees	225.00					225.00
Tolls	13.53			13.53		27.06
Gas	118.91			118.91		237.82
Transportation/Taxi						-
					\$	1,133.53

* Travel day@75%

per diem reductions

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

206.79 miles x .575 = \$118.91



FLORIDA LEAGUE OF CITIES, INC.

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FLC Legislative Conference

Event Location Embassy Suites Orlando Lake Buena Vista South
 Start Date 11/19/2015 08:00 AM
 End Date 11/20/2015 02:00 PM

The 55th Annual Legislative Conference will be held November 19-20, 2015, at the Embassy Suites Orlando - Lake Buena Vista South. The second of the League's annual meetings, this important conference is packed full of educational opportunities to prepare municipal officials for the 2016 legislative session, which will begin in January. Over the course of the two-day meeting, attendees will hear from experts, participate in thought-provoking discussions and attend policy and other League committee meetings.

Florida League of Cities President Matthew Surrency, mayor of the City of Hawthorne, will preside over the conference and share more about his Regional Compact Initiative. Join your municipal colleagues to learn more about the League's legislative priorities and your role as part of our advocacy team. We look forward to seeing you there!

Click here to download the event brochure and registration form or click here to register online. Contact Holly McPhail for additional information.

Contact Name Holly McPhail
 Contact Email hmcphail@flcities.com
 Source Melanie Howe

Social Media and Videos

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Florida League of Cities, Inc.
23 hrs

Want to learn more about the top issues that will be discussed at the FAST Fly-in in Washington, D.C.? Click the link to download the League's 2016 Federal Action Agenda.

FAST
Federal Action Strike Team

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Social Media by City

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Florida League of Cities, Inc. | 301 S. Bronough Street, Suite 300, Tallahassee, Florida 32301 | P.O. Box 1757 Tallahassee, Florida 32302-1757
 Phone: (850) 222-9684 | Toll Free: 1-800-342-8112 | Fax: (850) 222-3806 | © 2015 Florida League of Cities, Inc. All Rights Reserved
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NEW LOCATION! SEE PAGE 3 FOR DETAILS.

Join us in Orlando for the...

55TH ANNUAL LEGISLATIVE CONFERENCE

Embassy Suites Orlando
Lake Buena Vista South
November 19-20, 2015



WORKSHOP TOPICS

We are planning a variety of informative workshops on the League's legislative priorities and other issues, including:

- President Surrency's Regional Compact Initiative
- FLC University Issue Leadership with Dr. Scott Paine
- Public/Private Partnerships
- Utility Relocation
- Improving Relations Between Local Law Enforcement and the Community
- Transportation Funding
- Strategic Use of Social Media
- Lobbying 101: Effectively Communicating with Legislators
- Local Appropriations Process
- Achieving Small City Success with a Shoestring Budget

TENTATIVE PROGRAM*

Wednesday - November 18

8:30 a.m. - 1:00 p.m.

Research Symposium: Homelessness and Affordable Housing

Hosted by the League's Center for Municipal Research & Innovation — separate registration information will be available soon

1:30 p.m. - 3:30 p.m.

Florida League of Mayors Roundtable

Mayors Only — separate registration information will be available soon

3:30 p.m. - 5:00 p.m.

Regional Advocacy Teams Strategic Planning Meeting

For members of the Space Coast, Suncoast, Treasure Coast and Tri-County Regional Advocacy Teams

5:00 p.m. - 6:00 p.m.

Local/Regional League Officers Meeting

For local/regional league presidents, vice presidents and executive directors

Thursday - November 19

7:30 a.m. - 9:00 a.m.

Continental Breakfast

7:30 a.m. - 5:00 p.m.

Registration Desk Open

8:00 a.m. - 9:00 a.m.

Florida League of Mayors Board of Directors Meeting

8:00 a.m. - 9:00 a.m.

First-Time Attendees' Orientation

9:00 a.m. - 10:00 a.m.

Advocacy Committee Meeting

9:00 a.m. - 10:00 a.m.

Workshop

10:00 a.m. - 11:00 a.m.

Federal Action Strike Team (FAST) Meeting

10:15 a.m. - 11:30 a.m.

Workshop

11:45 a.m. - 1:00 p.m.

Opening Luncheon

1:15 p.m. - 2:30 p.m.
Concurrent Workshops

2:45 p.m. - 3:45 p.m.
Concurrent Workshops

3:15 p.m. - 4:30 p.m.
International Relations Committee Meeting

4:00 p.m. - 5:00 p.m.
Workshop

4:45 p.m. - 6:00 p.m.
Florida League of Cities Board of Directors Meeting

6:00 p.m. - 7:00 p.m.
Networking Event

Friday - November 20

7:30 a.m. - 9:00 a.m.
Continental Breakfast

7:30 a.m. - 12:00 p.m.
Registration Desk Open

8:00 a.m. - 9:00 a.m.
Concurrent Workshops

9:00 a.m. - 10:15 a.m.
General Session
Political Press Panel: What Was and What is to Be?

10:30 a.m. - 11:45 a.m.
Legislative Policy Committee Meetings

- Energy, Environment and Natural Resources
- Finance, Taxation and Personnel
- Growth Management and Economic Affairs
- Transportation and Intergovernmental Relations
- Urban Administration

12:00 p.m. - 4:00 p.m.
Ethics Training

** Program Subject to Change*

BE PART OF THE LEAGUE'S LEGISLATIVE PROCESS!

The 55th Annual Legislative Conference will be held **November 19-20, 2015**, at the **Embassy Suites Orlando - Lake Buena Vista South**. The second of the League's annual meetings, this important conference is packed full of educational opportunities to prepare municipal officials for the 2016 legislative session, which will begin in January. Over the course of the two-day meeting, attendees will hear from experts, participate in thought-provoking discussions and attend policy and other League committee meetings.

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REGISTRATION FEES

The registration fee for this conference is **\$225** per person. This fee covers admission to all conference sessions, continental breakfasts, refreshment breaks, and Thursday's luncheon and networking event. No official activities are scheduled for guests or spouses.

continued on page 3

MAIL REGISTRATION

To register in advance, fill out the enclosed registration form, attach a check or credit card information for \$225, and mail it to the League office by **Friday, November 6, 2015**. Your name badge and other information can be picked up at the conference registration desk.

EMAIL OR FAX REGISTRATIONS

Registrations sent via email to mhowe@flcities.com or via fax to (850) 222-3806 will be accepted with Visa or MasterCard payment.

ONLINE REGISTRATION

Visit the League website, www.floridaleagueofcities.com, to access online registration.

If you register online there are two payment options. You can send your registration fees by check to the Florida League of Cities. **(Note: You are not registered until we receive your payment and you will not receive your housing information until your registration is paid.)** Or, you can simply pay online with your Visa or MasterCard. Registrations submitted and paid online via credit card will automatically be marked as paid and you will receive your conference confirmation immediately via email! Conference confirmations include your registration information, totals and registration number for your reference. Please check your confirmation carefully to verify that all information is correct. Please inform the League immediately of any errors.

Note: If you register online, do not fax or mail the registration form that is included in this brochure.

HOTEL ACCOMMODATIONS - NEW LOCATION!

The **Embassy Suites Orlando - Lake Buena Vista South** (located at 4955 Kyngs Heath Road in Kissimmee) is the location for the 2015 Legislative Conference. The reservation cut-off date is **October 18, 2015**, and the rate is **\$149/night**. Each reservation includes a complimentary cooked-to-order breakfast and an evening reception. Self-parking is complimentary and valet parking is also available for \$12/day.

In order to protect our room block for conference registrants, it is our policy that no one will receive housing information **until we have received your PAID registration**. Once your registration is paid, you will be sent housing information via email. **Note:** If you register online but choose to mail in your check, you will not receive your housing information until your registration is **paid**. Remember that we are unable to guarantee reservations for anyone, nor the exact date on which the hotel will sell out, **so please register early!**

DIRECTIONS

1-4 Westbound (From Daytona Beach, Downtown Orlando, Colonial Drive)

Take exit #68 and turn left onto S.R. 535 (S. Apopka/Vineland Road). Travel approximately 3.5 miles then turn right onto Kyngs Heath Road. The hotel is on the right and visible from S.R. 535.

1-4 Eastbound (Coming from Tampa, Clearwater)

Take exit #68 and travel south on S.R. 535 (S. Apopka/Vineland Road). Travel approximately 3.5 miles then turn right onto Kyngs Heath Road. The hotel is on the right and visible from S.R. 535.

Lottier, Christine

From: Embassy Suites Orlando - Lake Buena Vista South <groupcampaigns@pkghlrs.com>
Sent: Wednesday, October 07, 2015 1:26 PM
To: Lottier, Christine
Subject: The Embassy Suites Orlando - Lake Buena Vista South Reservation Confirmation



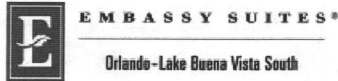
Reservation Confirmation

**FLC Legislative Conference
Embassy Suites Orlando - Lake Buena Vista South
17-Nov-2015 to 20-Nov-2015**

We are pleased to confirm your reservation at Embassy Suites Orlando - Lake Buena Vista South. The staff at Embassy Suites Orlando - Lake Buena Vista South is looking forward to your arrival for FLC Legislative Conference. Below you will find details of your reservation. If your travel plans change and you need to modify your reservation, please click [here](#).

Online Confirmation	82646741			
Date Booked	07-Oct-2015			
Reservation Name	ALBERT JONES			
Arrival Date	18-Nov-2015			
Departure Date	21-Nov-2015			
Room Type	Two Queen Beds			
Number of Rooms	1			
Number of Guests	1			
Night by Night Rate	Date	Guest(s)	Status	Rate
	18-Nov-2015	1	Confirmed	149.00
	19-Nov-2015	1	Confirmed	149.00
	20-Nov-2015	1	Confirmed	149.00

	<table> <tr> <td>Additional Guest</td> <td>Rate</td> </tr> <tr> <td>Second Guest</td> <td>0.00</td> </tr> <tr> <td>Third Guest</td> <td>10.00</td> </tr> <tr> <td>Fourth Guest</td> <td>10.00</td> </tr> <tr> <td>Fifth Guest</td> <td>10.00</td> </tr> </table>	Additional Guest	Rate	Second Guest	0.00	Third Guest	10.00	Fourth Guest	10.00	Fifth Guest	10.00
Additional Guest	Rate										
Second Guest	0.00										
Third Guest	10.00										
Fourth Guest	10.00										
Fifth Guest	10.00										
Total Charge	447.00										
Tax Disclosure	Room rates shown do not include 13% Hotel Tax per night (subject to change). Total charges presented on the website will include all room fees and taxes.										
Add-Ons											
Cancel Policy	Cancellations made within 72 hours of arrival will forfeit one night's room and tax.										



**Embassy Suites Orlando - Lake Buena Vista South | 4955 Kyngs Heath Rd | Kissimmee, FL 34746
407-597-4000**

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New Standard Mileage Rates Now Available; Business Rate to Rise in 2015

IR-2014-114, Dec. 10, 2014

WASHINGTON — The Internal Revenue Service today issued the 2015 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2015, the standard mileage rates for the use of a car, van, pickup or panel truck will be:

- 57.5 cents per mile for business miles driven, up from 56 cents in 2014
- 23 cents per mile driven for medical or moving purposes, down half a cent from 2014
- 14 cents per mile driven in service of charitable organizations

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile, including depreciation, insurance, repairs, tires, maintenance, gas and oil. The rate for medical and moving purposes is based on the variable costs, such as gas and oil. The charitable rate is set by law.

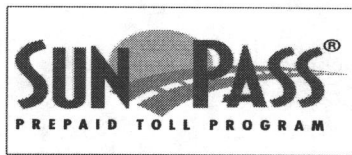
Taxpayers always have the option of claiming deductions based on the actual costs of using a vehicle rather than the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after claiming accelerated depreciation, including the Section 179 expense deduction, on that vehicle. Likewise, the standard rate is not available to fleet owners (more than four vehicles used simultaneously). Details on these and other special rules are in [Revenue Procedure 2010-51](#), the instructions to [Form 1040](#) and various online IRS publications including [Publication 17, Your Federal Income Tax](#).

Besides the standard mileage rates, [Notice 2014-79](#), posted today on [IRS.gov](#), also includes the basis reduction amounts for those choosing the business standard mileage rate, as well as the maximum standard automobile cost that may be used in computing an allowance under a fixed and variable rate plan.

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Page Last Reviewed or Updated: 10-Dec-2014



Toll Calculator

Payment Type
 SunPass Cash TOLL-BY-PLATE

Axle Count
 2 3 4 5 6 7 8

Route Detail
 Start Point: Griffin Rd. - \$0.26
 Cypress Creek Toll Plaza - \$1.06
 Lantana Plaza - \$0.00
 Three Lakes Plaza - \$11.21
 End Point: Kissimmee-St. Cloud South (U.S. 192 / U.S. 441) - \$0.00

Trip Cost: \$13.53

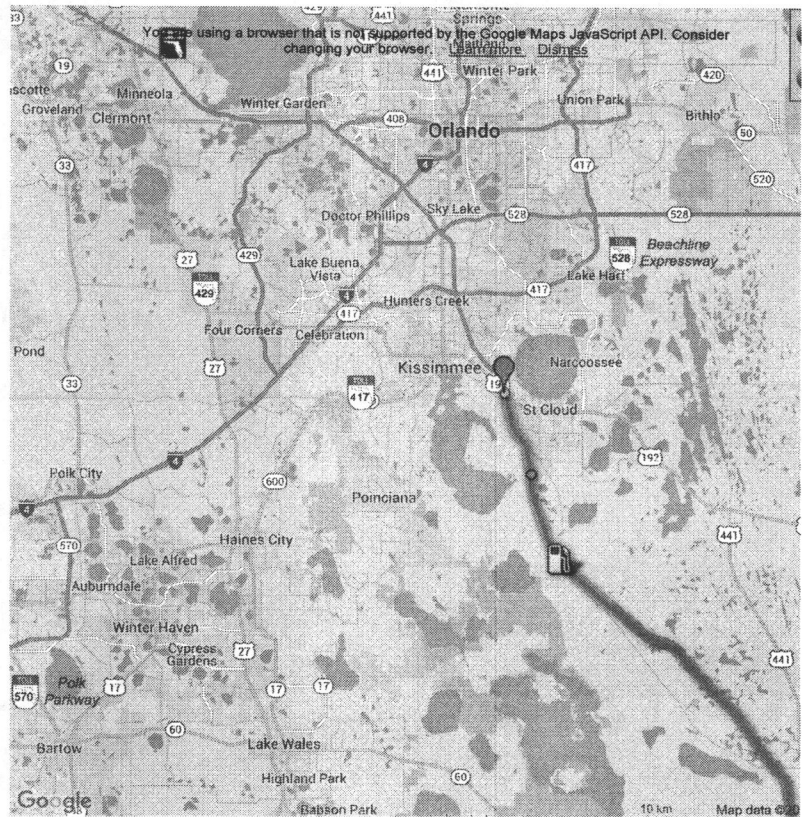
Payment Options

Toll Violation Info

Construction Info

Toll Calculator Instructions

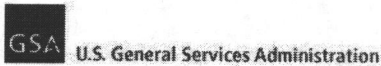
Supported Browsers
 IE10 or older, Firefox and Chrome
 IE11 may require adjustments to the compatibility settings



Map Legend

- Interchange
- Mainline Toll Point
- Service Plaza

Toll rates effective as of July 1, 2015
 Please note that the toll values shown in this application are the same as the toll rates displayed at each respective toll collection location on the Turnpike system, which are shown via roadway signs and toll tickets. In the unlikely event that there is a discrepancy between the toll rates shown in this application and those displayed at the toll collection locations, those shown at the toll collection locations are the official toll rates on the Turnpike system facilities.



Home > Policy & Regulations > Travel and Relocation Policy > Per Diem > Per Diem Rates >

FY 2016 Per Diem Rates for ZIP 34746

(October 2015 - September 2016)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City OR Enter your ZIP Code

ADDITIONAL PER DIEM TOPICS

- Meals & Incidental Expenses Breakdown (M&IE)
- FAQs
- State Tax Exemption Forms
- Factors Influencing Lodging Rates
- FY 2014 Per Diem Highlights
- Fire Safe Hotels
- Have a Per diem Question?
- Downloadable Per Diem Files

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACO\) website](#) (a non-federal website).

The following rates apply for 34746

Primary Destination (1, 2)	County (3, 4)	Max lodging by Month (excluding taxes)												M&IE (5)	
		2015			2016										
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Standard Rate	STANDARD RATE	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$51

Footnotes

1. Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
2. Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
3. Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
4. When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
5. *Meals and Incidental Expenses*, see Breakdown of M&IE Expenses for important information on first and last days of travel.

CONTACTS

Additional Contacts for
Travel Management Policy

NEED MORE INFORMATION?

Rates for Alaska, Hawaii, U.S Territories and Possessions (set by DoD)
Rates in Foreign Countries (Set by State Dept.)
Federal Travel Regulations (FTR)

RELATED TOPICS

Travel Resources
E-Gov Travel
FedRooms
POV Mileage Reimbursement Rates

Last Reviewed 2015-09-30

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Trip to:
4955 Kyngs Heath Rd
 Kissimmee, FL 34746-5512
 206.79 miles / 3 hours 6 minutes

Notes

Florida League of Cities Legislative Conference

	100 W Dania Beach Blvd, Dania Beach, FL 33004-3643	Download Free App
	1. Start out going west on W Dania Beach Blvd toward NW 3rd Ave . Map	0.03 Mi 0.03 Mi Total
	2. Take the 1st left onto SW 3rd Ave . Map <i>If you reach NW 4th Ave you've gone a little too far</i>	0.3 Mi 0.3 Mi Total
	3. Take the 1st right onto Stirling Rd / FL-848 . Map <i>Stirling Rd is 0.1 miles past SW 1st St</i> <i>If you are on SW 4th Ave and reach SW 2nd Ter you've gone a little too far</i>	0.9 Mi 1.2 Mi Total
	4. Merge onto I-95 N toward W Palm Bch . Map	1.8 Mi 2.9 Mi Total
	5. Take the I-595 exit, EXIT 24 , toward Port Everglades / Ft Laud-Hlwd Int'l Airport . Map	0.3 Mi 3.2 Mi Total
	6. Merge onto I-595 W via the ramp on the left toward I-75 . Map	1.9 Mi 5.1 Mi Total
	7. Take the Florida's Turnpike / US-441 / FL-84 exit, EXIT 8&9A-B , toward Orlando / Miami . Map	0.2 Mi 5.3 Mi Total
	8. Keep left at the fork in the ramp. Map	0.7 Mi 6.0 Mi Total
	9. Keep right at the fork in the ramp. Map	0.4 Mi 6.4 Mi Total
	10. Merge onto FL-91 N / Florida's Tpke N via the ramp on the left toward Orlando (Portions toll). Map	8.7 Mi 15.0 Mi Total
	11. Take Florida's Tpke N (Portions toll). Map	184.1 Mi 199.2 Mi Total
	12. Take the Osceola Parkway exit, EXIT 249 . Map	0.3 Mi 199.5 Mi Total
	13. Turn left onto E Osceola Pkwy (Portions toll). Map	6.2 Mi 205.7 Mi Total
	14. Turn slight right onto ramp . Map	0.4 Mi 206.1 Mi Total



15. Merge onto **N Poinciana Blvd.** [Map](#)

0.02 Mi

206.1 Mi Total



16. Take the 1st left onto **State Road 535 / FL-535.** [Map](#)

0.6 Mi

206.7 Mi Total



17. Turn **right** onto **Kyngs Heath Rd.** [Map](#)

Kyngs Heath Rd is 0.2 miles past Calypso Cay Way

7-ELEVEN #27584 is on the corner

If you are on State Road 535 and reach US-192 W you've gone about 0.1 miles too far

0.07 Mi

206.8 Mi Total



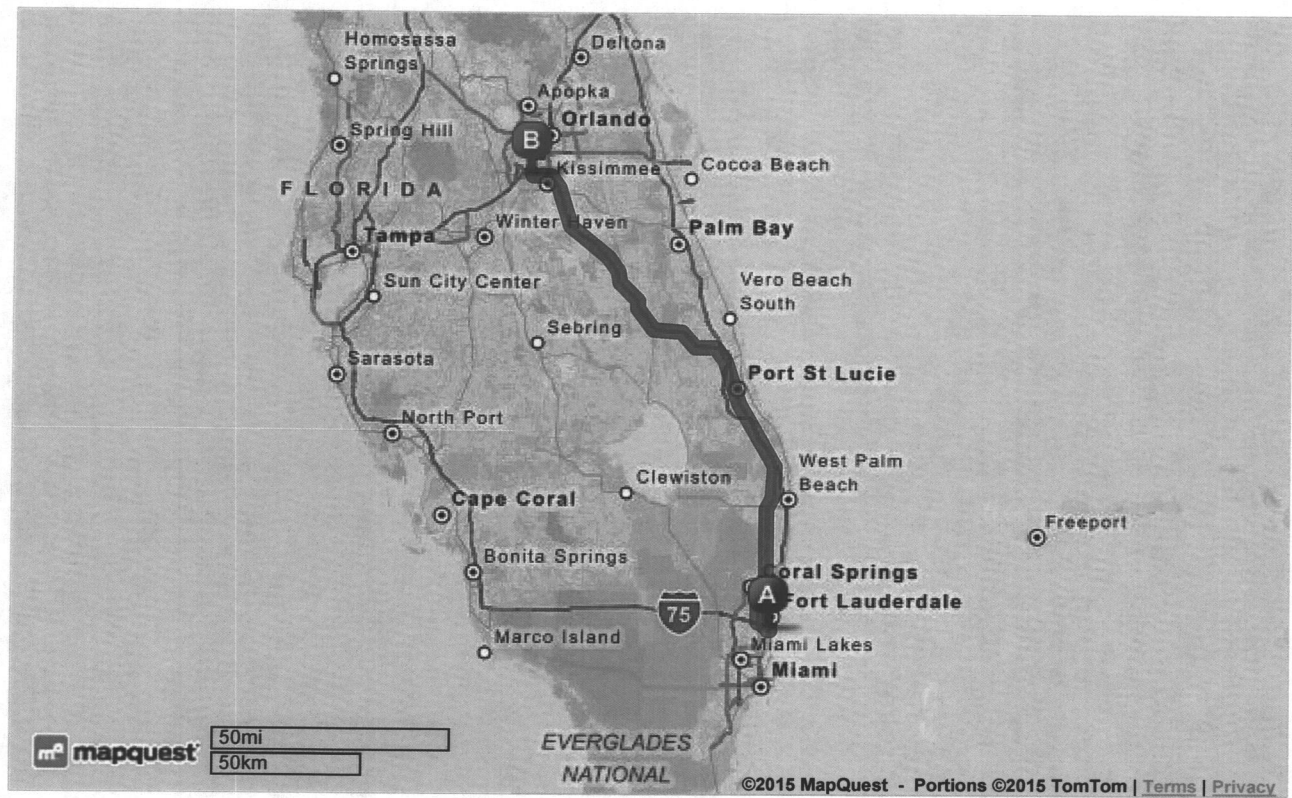
18. **4955 KYNGS HEATH RD** is on the **right.** [Map](#)

If you reach Sadina St you've gone a little too far



4955 Kyngs Heath Rd, Kissimmee, FL 34746-5512

Total Travel Estimate: **206.79 miles - about 3 hours 6 minutes**



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