

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

| EMPLOYEE: | Eleanor Norena DE | PARTMENT: | Communit | Community Development | | | | |
|-----------------------------|---|-----------------------------|-------------------|-----------------------|---|----------|--|--|
| LOCATION: _ | St. Augustine TR | RIP/TRAINING DATE: | Mar | ch 29 - April 1, 201 | 6 | | | |
| PURPOSE: _ | Florida Floodplain Managers Associa | ition (FFMA) Annual Conf | erence | | | | | |
| - | ſ** Overnight | Out of State | / Air Trav | | | | | |
| | TRAVEL EXPENS | SES ESTIMATED: (Po | olicy #2002-10-1 |) | | | | |
| | REGISTRATION (attach conference | brochure) | _\$ | 400.00 | | | | |
| | LODGING (# of nights 3_) | | | 417.00 | | | | |
| | MEALS (per diem) | | 127.50 | | | | | |
| | OTHER INCIDENTAL EXPENSES: | _ | | | | | | |
| | MILEAGE | | 329.40 | | | | | |
| | TOLLS (round trip) | | 40.00 | | | | | |
| | • | huttle/Taxi/Parking) | _ | 80.00 | | | | |
| | SUPPLIES/MATERIALS | nation axin anting) | _ | | | | | |
| | | • | | 4 202 22 | | | | |
| | TOTAL ESTIMATED EXPENSES: | | • | 1,393.90 | | | | |
| Note any ov Employee Sig | | nts attended in the las | | | | | | |
| | 11 | RAVEL AUTHORIZATION | ON: | Alt | | | | |
| | Charles Charles | 1125116 TAS | 12 | 1270 | ACCUPATION OF THE PARTY OF THE | | | |
| Departmen | nt Director Fi | inance Director | <i></i> | City Mana | iger | | | |
| If payment is | made through City's credit card, please | indicate "credit card" und | der "Date" Column | RECONCIL | IATIC |)N | | |
| | Check Payee: | Amount: | Date: | Actual | | ferences | | |
| Registration: | | \$ 400.00 | | \$ | \$ | 400.00 | | |
| Lodging: | | 417.00 | | \$ - | \$ | 417.00 | | |
| Transportation | : | 449.40 | | \$ <u>-</u> | \$ | 449.40 | | |
| Traveler: | | 127.50 | | \$ <u>-</u> | \$ | 127.50 | | |
| Others: Account #: | 001-17-01-513-40-10 | \$ 1,393.90 | | 5 - | \$ | 1,393.90 | | |
| . Joyculli III | THE PROPERTY OF THE PROPERTY AND STREET | - 1,000,00 | | - | 1 | -, | | |
| | | Fotal actual travel expense | е | \$ - | | | | |
| | | The City paid up front | _ | 0.00 | _ | | | |
| | • | Fotal reimbursement | * | \$ <u>-</u> | | | | |



CITY OF DANIA BEACH Per Diem Calculator

Name:

ELEANOR NORENA

Location:

ST. AUGUSTINE, FL

Purpose:

FL Floodplain Managers Association (FFMA) Annual Conference

M&IE

IRS Pub 1542

\$51,00 (obtain from Per diem form on City's Intranet)

Conference Hours

| Day | 3/29/2016 | 3/30/2016 | | 3/31/2016 | 4/1/2016 | Tota | al Est Exps |
|----------------|-----------|-----------|---------|-----------|----------|------|-------------|
| Meal Provided: | Travel | | B/L | B/L | Travel | | |
| Per Diem | \$ 38.25 | | \$25.50 | \$25.50 | \$38.25 | \$ | 127.50 |
| Lodging | 139.00 | | 139.00 | 139.00 | | \$ | 417.00 |
| Mileage | \$164.70 | | | | \$164.70 | \$ | 329.40 |
| Tolls | 20.00 | | | | 20.00 | \$ | 40.00 |
| Parking | 20.00 | | 20.00 | 20.00 | 20.00 | \$ | 80.00 |
| Conf Fees | 400.00 | | | | | \$ | 400.00 |
| | | | | | | \$ | 1,393.90 |

* Travel day

| per diem reductions | |
|-----------------------------|------------------|
| Breakfast (B) 15% | \$7.65 |
| Lunch (L) 35% | \$17.85 |
| Dinner (D) 50% | \$25.50 |
| Mileage calculation - 1 way | \$164.7 0 |



Florida Floodplain Managers Association

FLORIDA CHAPTER OF THE ASSOCIATION OF STATE FLOODPLAIN MANAGERS



| Member Login | Home Events 2016 Annual Conference-Registration Events - Event View | |
|---|--|--|
| | This is the "Event Detar" view, snowing all available information for this event. If registration is required Register Now button to start the process if the event has passed, click the "Event Report" betten | ired or recommended, click the o read a report and view photo |
| K.rp h | That were unloaded. | |
| Frqvdfwk v | Return to Grid View | Tod |
| Php ehuWjqxe | 2016 Annual Conference-Registration | |
| DerxwallPD D | | |
| Suhdnhj#Qhzv þ | When: Wednesday, Met 30, 2016 to Friday, Apr 1, 2016 Where: World Golf Village Renaissance St. Augustine Resert | Register Now |
| pulshikani | 500 South Legacy Trail St. Augustine, FL '32092' | Add to my Calendar |
| rqihunqfinviniqgiHyhqw D | Contact: Christine A Mehle | |
| radwirav | 470-091-3771 cmehistookkoutlook.com | |
| | Category: FFMA Annual Conferença | |
| Add Me To Your Mailing List | See the Same than the second control of the | |
| | Constitution to Description | ! |
| Constitution of the second | Registration is Required Payment in Advance Or At Event | |
| Our Mission | The state of the s | |
| oviding leadership in | ✓ Activities/items (Click the down-arrow to the left of the activity/dam to view the details) | : |
| olain management to luce risk and loss | 2016 Conference Registration-Full Conference | |
| aused by flood" | Details: Registration (see for the 2016 FFMA Conference includes access to all | : : : |
| | workshipps, technical and plenary sessions for the entire conference as well as the Wednesday right networking social event. Meals include: continental breakfast for all days, funch on Wednesday and Thursday, AM and PM snackshoeverages during breaks and hors dreauves during the Wednesday evening networking event. Early third registration ends January 1, 2016. Prices increase by \$25 after this date. | |
| | When: Vednosday, Mar S0, 2016, 7:30 AM to 5:00 PM Where: Same as even! | • |
| | Registration is Requiret | 1 |
| | Registration Types & Fees: | |
| | Valence Service Servic | |
| | Online - Member \$ 376.00 Fee After 1/1/2016 \$400.00 Online - Non-Member \$ 460.00 Fee After 1/1/2016 \$476.00 | ! |
| | Digita - Mattendigita 4 adout, constitut trisale beautiful | |
| | № 2016 Conference Registration-Single Day-Wednesday | |
| | 2016 Conference Registration-Single Day-Thursday | |
| | | ! |
| | 2018 Conference Registration-Floodplain Managers Review Course (Conference Registration Required) | |
| | SASFPM Certified Floodplain Manager (CFM) Exam (Separate Fee Applies) | |

If you will be paying with a check, please mail your invoice and payment to the following address:

Florida Floodplain Managers Association 2016 Annual Conference Wading Through Changing Tides Agenda (In-progress)

March 30, 2016

Registration/Breakfast

7:30 - 8:00

General Session

8:00 - 11:30

Keynote, State and Federal Updates

<u>Lunch</u>

11:30 - 1:00

Breakout Sessions / ISO One-on-Ones

1:00 - 5:00

Tracks: CRS, FDEM/State, FEMA, Floodplain Management, Insurance, Outreach, CFM Certification

Member Reception

6:00 - 8:00

3/30 Wednesday Breakouts

| | | 3/30 We | dnesday Breakouts | |
|-----------|---------|-----------------|-------------------------------|---|
| | | | CRS-W | FPM-T |
| Room | Masters | St. Augustine A | St. Augustine E | St. Augustine F |
| Title | | FEMA | Engineering Aspects of CRS | CPR 4 |
| CROS CROS | | | a. | $oldsymbol{A}_{i}$ |
| PE CECs | | | 4 | isang pu 4 mga basas. Ng pagagang |

Florida Floodplain Managers Association 2016 Annual Conference Wading Through Changing Tides Agenda (In-progress)

March 31, 2016

Registration/Breakfast

7:30 - 8:00

Floodplain Manager's Review Course

8:00 - 4:30

General Session

8:00 - 10:00

NOAA and ASFPM Updates

FFMA Annual Members Meeting

10:00 - 12:00

<u>Lunch</u>

12:00 - 1:00

Breakout Sessions / ISO One-on-Ones

1:00 - 2:30 and 3:30- 5:00

Tracks: CRS, FDEM/State, FEMA, Floodplain Management, Insurance, Outreach, CFM Certification

Break/Raffle

2:30 - 3:30

3/31 Thursday Breakouts

| · · · · · · · · · · · · · · · · · · · | |
|---|---------------------------|
| | CRS-T Outreac |
| Troon/Wentworth Masters St. Augustine E S | t, Augustine F St. August |
| Title OFM Class ISO FDEM/STATE | CRS Outrea |

Florida Floodplain Managers Association 2016 Annual Conference Wading Through Changing Tides Agenda (In-progress)

April 1, 2016

Registration/Breakfast

7:30 - 8:00

<u>Tours</u>

8:00 - 12:00

Committee Meetings

8:00 - 12:00

St. Augustine G

CFM Exam

8:00

Breakout Sessions / ISO One-on-Ones

8:00 - 12:00

Tracks: CRS, FDEM/State, FEMA, Floodplain Management, Insurance, Outreach, CFM Certification

4/1 Friday Breakouts

| Title | Tour | Tour | Outreach-F | FPM-F |
|-------------|--|---|-------------------------|--|
| | | | St. Augustine A | St. Augustine F |
| Title | | | | |
| CFM CECs | | ncopensatorororosem securisticas. Do Salinga aidley entre electricis | 4 | 4 |
| PE CECs | il a secolaria di edi di diserritore. Per secolaria di este este di este este este este este este este est | | | 2.5 |
| Survey | | | | 1.5 |
| Planner | | | | |
| Facilitato | | | | |
| | an de la companya de La companya de la co | | Chuck Roberts - Achleve | al de la desembración de la companya de la company |

Norena, Eleanor

From: Sent: Renaissance Hotels Reservations < reservations@renaissancehotels-res.com >

Wednesday, January 20, 2016 4:45 PM

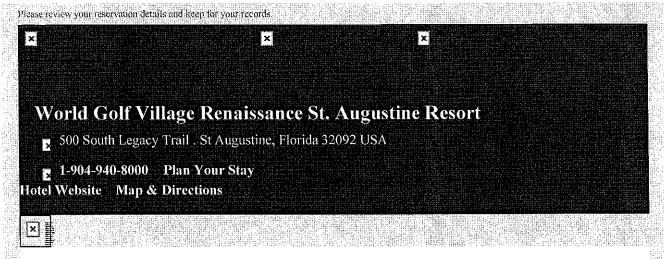
To:

Norena, Eleanor

Subject:

Reservation Confirmation #91193924 for World Golf Village Renaissance St. Augustine

Resort



Reservation Confirmation: 91193924

For ELEANOR NORENA

CHECK-IN DATE Tuesday, March 29, 2016 CHECK-IN TIME 04:00 PM

MARRIOTT REWARDS MEMBER

CHECK-OUT DATE
Friday, April 1, 2016
CHECK-OUT TIME 11:00 AM

Modify your reservation

Cancel your reservation

Hello ELEANOR NORENA

Your reservation is all set and we're getting everything ready for your stay. Whether you're traveling on business or pleasure, count on us to make sure your trip is filled with exciting new discoveries. Thanks for picking Renaissance as your home away from home. We can't wait to welcome you.

Best.

World Golf Village Renaissance St. Augustine Resort

Discover Your Stay



| Navigator by Renaissan Discover hidden gems only a loca Renaissance's local navigator reco personally curated weekly by our | I would know with mmendations, | You're Invited Join us for unique events and innovative entertainment. |
|--|--------------------------------|---|
| Discover More | | |
| | | |
| Food and Drink Delight in dining-In. | | Navigate the Perfect Back Nine Green is the new black - tee off in 10. |
| Discover More | | ☐ Discover More |
| | | |
| Room Details | | |
| ROOM TYPE G | uest room, 1 King o | r 2 Double |
| NUMBER OF ROOMS 1 | | |
| GUESTS PER ROOM 1 | | |
| GUARANTEED METHOD C | redit Card Guarant | ee, Visa |

Hotel Alert

SPECIAL REQUESTS

Room 1 Guaranteed * 2 Double Beds

The Renaissance World Golf Village Resort now offers a complimentary shuttle to and from downtown St Augustine.

Summary of Charges

RATES ARE PER ROOM, PER NIGHT (USD)

Tuesday, March 29, 2016-Friday, April 1, 2016

FL FLOODPLAIN ATTEND

ESTIMATED GOVERNMENT TAXES & FEES

Total for stay (for all rooms)

467.04 USD

Other Charges

- * Complimentary on-site parking
- Valet parking, fee: 10 USD daily

Modify or cancel your reservation

Book Another Reservation

Rate and Cancellation Details

RATE GUARANTEE LIMITATION(S)

- Changes in taxes or fees implemented after booking will affect the total room price.
- Please note that a change in the length or dates of your reservation may result in a rate change.

ADDITIONAL INFORMATION

The Responsible Tourist and Traveler
 A practical guide to help you make your trip an enriching experience



Your Rewards Information

REWARDS LEVEL

MEMBER

REWARDS NUMBER

MARRIOTT REWARDS 141242091

View your account

50,000 Bonus Points + 1 Free Anniversary Night Stay

Plus, you receive guaranteed Elite Status every year.

Learn More!

×

Contact Us

| Call 1-800-HOTELS1 (468-3571) in the US and Canada Elsewhere, call our worldwide telephone numbers. | Contact us if you have questions about y reservation | your |
|--|--|-----------------------------------|
| Get Up to 35% off + 500 Marriott Rewards Points Book with Hertz & get exclusive discounts Search Now | Book Transportation, Tours & More Get great rates on local tours & attractions Book Now | X manual |
| DOWNLOAD MARRIOTT MOBILE APP | X T | |
| STAY CONNECTED | | |
| Privacy, Authenticity and Opting Out Your privacy is important to us. Please visit our Privacy Stat This email confirmation is an auto-generated message. Replic Customer Care team is available to assist you 24 hours per da | s to automatical messages are not monitored. Our litteria | |
| Promotional Email Unsubscribe: If you provided us with you consil address for the first time, as also send you periodic crimits with information about your according will be included in each of these crimits so that we fix you would prefer to opt out or such amails from Marriou In | count balance, member status, special offers and promon in can change your mand at any fibre. nemational, Marriott Revends of The Ritz-Carlton Rev | |
| may do so here. It addition, you may unsubstribe from The Please note: Should you misubscribe from promotional email reservation continuation, point redemption, etc. | | |
| Confirmation Authenticity We're sending you this confirmation notice electronically for electronic reservations. We hands our official record only and been made after we sent if to you. If you have received this email in error please let us know. | goup convenience. Marrioti isceps an onlicini record of a I will disregard any alterations to dus confirmation that | illa illa illa introduce |
| TORMS OF USE - INTERNATIONAL INC. ALT RIGHTS | STRVID MARKOT PROBRITARY REPRESENCE | |

FY 2016 Per Diem Rates for Florida

(October 2015 - September 2016)

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).

You searched for: st augustine, Florida

Your search inquiry returned more than one possibility. Here are the possible rates.

| Primary Destination | | 2015 | | | 2016 | | | | | | | | | M&IE |
|---------------------|---------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|------|
| (1, 2) | County (3, 4) | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | (5) |
| St. Augustine | St. Johns | \$118 | \$118 | \$118 | \$118 | \$118 | \$118 | \$118 | \$118 | \$118 | \$118 | \$118 | \$118 | \$59 |
| Standard Rate | STANDARD RATE | \$89 | \$89 | \$89 | \$89 | \$89 | \$89 | \$89 | \$89 | \$89 | \$89 | \$89 | \$89 | \$51 |

Max lodging by Month (excluding taxes)

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.

FY 2016 Meals and Incidental Expenses (M&IE) Breakdown

The separate amounts for breakfast, lunch and dinner listed in the chart are provided should you need to deduct any of those meals from your trip voucher. For example, if your trip includes meals that are already paid for by the government (such as through a registration fee for a conference), you will need to deduct those meals from your voucher. Refer to Section 301-11.18 of the Federal Travel Regulation for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.

The table lists the six M&IE tiers in the lower 48 continental United States (currently ranging from \$51 to \$74). If you need to deduct a meal amount, first determine the location where you will be working while on official travel. You can look up the location-specific information at www.gsa.gov/perdiem. The M&IE rate for your location will be one of the six tiers listed on this table. Find the corresponding amount on the first line of the table (M&IE Total) and then look below for each specific meal deduction amount.

The table also lists the portion of the M&IE rate that is provided for incidental expenses (currently \$5 for all tiers).

| | Continental | | | |
|-------|--|-------|--------|-----|
| | Breakfast/ | | | |
| Total | Breakfast | Lunch | Dinner | IE |
| \$51 | \$11 | \$12 | \$23 | \$5 |
| \$54 | \$12 | \$13 | \$24 | \$5 |
| \$59 | \$13 | \$15 | \$26 | \$5 |
| \$64 | \$15 | \$16 | \$28 | \$5 |
| \$69 | \$16 . : idaadoo naaadid .ne netani diita gafiidiineen oo iligeetiideen ba boo naay bir 44 af baabareen | \$17 | \$31 | \$5 |
| \$74 | \$17 | \$18 | \$34 | \$5 |

This table lists the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

| Total | First & Last Day of Travel | 180.0 |
|-------|----------------------------|-------|
| \$51 | \$38.25 | |
| \$54 | \$40.50 | |
| \$59 | \$44.25 | |
| \$64 | \$48.00 | |
| \$69 | \$51.75 | |
| \$74 | \$55.50 | |

Looking for the foreign and outside the continental United States (OCONUS) breakdown chart? Visit FTR Appendix B. (**Note:** Appendix B breakdowns do not apply to any locations in the continental United States; use the table listed above.)



News Essentials

- What's Hot
- News Releases
- IRS The Basics
- IRS Guidance
- Media Contacts
- · Facts & Figures
- · Around the Nation
- · e-News Subscriptions

The Newsroom Topics

- Multimedia Center
- Noticias en Español
- Radio PSAs
- Tax Scams
- The Tax Gap
- Fact Sheets
- IRS Tax Tips
- Armed Forces
- Latest News Home

2016 Standard Mileage Rates for Business, Medical and Moving Announced

IR-2015-137, Dec.17, 2015

WASHINGTON — The Internal Revenue Service today Issued the 2016 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable,

Beginning on Jan. 1, 2016, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 54 cents per mile for business miles driven, down from 57.5 cents for 2015
- 19 cents per mile driven for medical or moving purposes, down from 23 cents for 2015
- 14 cents per mile driven in service of charitable organizations

The business mileage rate decreased 3.5 cents per mile and the medical, and moving expense rates decrease 4 cents per mile from the 2015 rates. The charitable rate is based on statute

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously.

These and other requirements for a taxpayer to use a standard mileage rate to calculate the amount of a deductible business, moving, medical or charitable expense are in Rev. Proc. 2010-51. Notice 2016-01 contains the standard mileage rates, the amount a taxpayer must use in calculating reductions to basis for depreciation taken under the business standard mileage rate, and the maximum standard automobile cost that a taxpayer may use in computing the allowance under a fixed and variable rate plan.

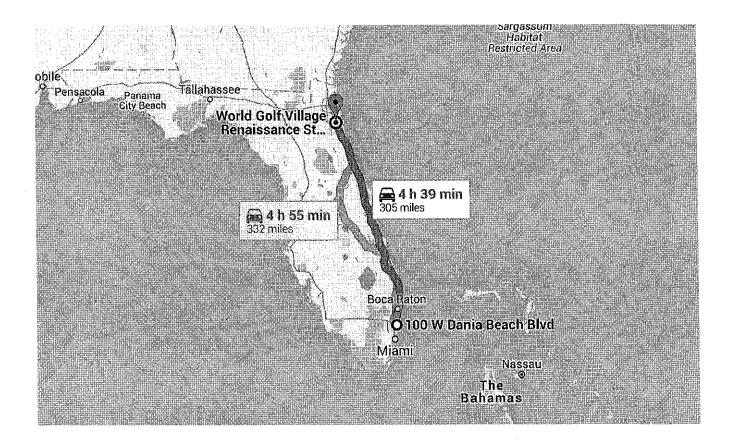
> Follow IRS on New Media Subscribe to IRS Newswire

> > Page Last Reviewed or Updated: 17-Dec-2015



Directions from 100 W Dania Beach Blvd to World Golf Village Renaissance St. Augustine Resort





100 W Dania Beach Blvd

Dania Beach, FL 33004

Get on I-95 N from Stirling Rd

Head west on W Dania Beach Blvd toward NW 3rd Ave

180 ft

Turn left at the 1st cross street onto SW 3rd Ave

0.2 mi

Turn right onto Stirling Rd

0.9 mi

Turn right to merge onto I-95 N toward W Palm Beach

0.3 mi

| Foll N | ow I-95 N to 9 Mile Rd/International Golf Pkwy in St. Johns County. Take exit 323 from I-95 |
|------------|---|
| 301 r | ni |
| * | Merge onto I-95 N |
| | 301 ml |
| 7 | Take exit 323 for International Golf Pkwy |
| | 0:3 mi · · · · · · · · · · · · · · · · · · |
| 47 | Keep left, follow signs for World Golf Village |
| | 364 ft· · · · · · · · · · · · · · · · · · · |
| Tak | ce World Golf Village to S Legacy Trail |
| 2.4 n | i |
| 41 | Turn left onto 9 Mile Rd/International Golf Pkwy |
| | 0.5 mi |
| r * | Turn right onto World Golf Village |
| | 1.2 mi |
| t | Continue onto N Legacy Trail |
| | 184 ft |
| ₽ | Turn right onto S Legacy Trail |
| | 0.7 mi |

100 W Dania Beach Blvd, Dania Beach, FL 33004 to World Golf Village Renaissance St.... Page 2 of 2

World Golf Village Renaissance St. Augustine Resort 500 South Legacy Trail, Saint Augustine, FL 32092

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.