

**REGISTRATION INFORMATION**

Florida League of Cities  
 PO Box 1757  
 Tallahassee, FL 32302  
 850-701-3624

**TRAVEL EXPENSE STATEMENT**

**HOTEL INFORMATION**

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

DATE: **10/18/16**

1. TRAVELER'S NAME: Rufus Alexander  
 2. DEPARTURE DATE: 12/7/2016  
 3. RETURN DATE: 12/9/2016  
 4. DESTINATION: Kissimmee, FL  
 5. CODE CHARGE: 001-1000-511-40-30  
 6. AMT BUDGETED: 7500

DEPARTMENT: City Commission  
 DEPARTURE TIME: 1:00 PM  
 RETURN TIME: 6:00 PM  
 PURPOSE: 56th Annual Legislative Conference

7. BALANCE AVAILABLE: \_\_\_\_\_

Expenses must comply with City Code of Ordinances 1-158.  
 Per Diem Allowance \$50.00 or \$12.50 per quarter day.  
 Class A Travel 24-hour day.

\$747.26

	PREPAID EXPENSES	CREDIT CARD	ESTIMATED CASH EXPENSES	ACTUAL CASH EXPENSES
* REGISTRATION FEE:	225.00			
* HOTEL BILL: Confirmation # <u>80284268</u>		318.00		
BAGGAGE ALLOWANCE (\$5 PER PERSON)			5.00	
* COMMUNICATION:				
* FARES: AIR FARE				
* TAXI, BUS				
* CAR RENTAL				
* MILEAGE @ <u>10.54</u> <u>216</u>			116.64	
* GASOLINE EXPENSE				
* TOLL ROAD FEES OR PARKING FEES				
* MISC. EXPENSES				
MEALS				
BREAKFAST @ \$8.00			0.00	
1 LUNCH @ \$8.00			8.00	
3 DINNER @ \$20.00			60.00	
SPECIAL LUNCHEON/BANQUET			0.00	
6.5% STATE TAX			4.42	
15% GRATUITIES			10.20	

RECEIVED  
 TIME

OCT 19 2016

CITY OF FT. PIERCE  
 CITY MANAGER'S OFFICE

BREAKFAST = When travel begins before 6:00 a.m. and extends beyond 8:00 a.m.  
 LUNCH = When travel begins before 12:00 noon and extends beyond 2:00 p.m.  
 DINNER = When travel begins before 6:00 p.m. and extends beyond 8:00 p.m.

<b>TOTALS</b>	225.00	318.00	204.26	
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ADVANCE CASH RECEIVED: \_\_\_\_\_  
 REFUND DUE CITY: \_\_\_\_\_  
 REFUND DUE EMPLOYEE: \_\_\_\_\_

TRAVEL APPROVED BY: [Signature]  
 DEPARTMENT SUPERVISOR  
[Signature]  
 CITY MANAGER  
 (220 WITH CITY MANAGER  
 SIGNATURE ACCEPTED)

EXPENSES ARE ALSO INCLUDED  
 FOR THE FOLLOWING PERSONS:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\* RECEIPT REQUIRED  
 REV 1/16 DLN

PENDING CITY COMMISSION APPROVAL



*Join us in Orlando for the...*

**56<sup>th</sup> ANNUAL  
LEGISLATIVE CONFERENCE**

Embassy Suites Orlando -  
Lake Buena Vista South  
December 8-9, 2016

# TENTATIVE PROGRAM\*

We are planning a variety of informative workshops to help you prepare for the 2017 legislative session. The specific workshop schedule will be posted to our website, [www.floridaleagueofcities.com](http://www.floridaleagueofcities.com), as soon as it is available. Please check for updates.

## Wednesday, December 7

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

### **Research Symposium**

*Hosted by the League's Center for Municipal Research & Innovation*

*While there is no charge to attend the symposium, pre-registration is required. Check the box on the enclosed registration form if you would like to attend. Please note that anyone who signs up and does not attend the Symposium will be assessed a no-show fee of \$45.*

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 Miami-Dade, Ridge, 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, December 8

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. - 12:00 p.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. - 1:30 p.m.  
**Opening Luncheon**

1:45 p.m. - 3:00 p.m.  
**Workshops**

3:15 p.m. - 4:30 p.m.  
**Workshops**

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, December 9**

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

7:30 a.m. - 11:00 a.m.  
**Registration Desk Open**

8:00 a.m. - 9:00 a.m.  
**Federal Action Strike Team  
(FAST) Meeting**

9:00 a.m. - 9:45 a.m.  
**Legislative Committee Meeting**

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

11:00 a.m. - 11:45 a.m.  
**Business Session**

- Report of Legislative Committee
- Adoption of the 2017 Legislative Action Agenda

12:00 p.m. - 4:00 p.m.  
**Continuing Education in Ethics:  
Are Your Hours Done?**

*Florida's municipal elected officers are required to take four specific hours of continuing education in ethics. If you haven't completed your hours yet, this is your opportunity! The four hours include two hours on the Florida Ethics Law (Chapter 112, Florida Statutes), one hour of public meetings (Chapter 286, Florida Statutes) and one hour of public records (Chapter 119, Florida Statutes). If your hours are completed, this is a good refresher class.*

*NOTE: You must be registered for the full conference to attend this session and pre-registration is required. Registration is limited to the first 100 people. See the registration form for details.*

\* Program Subject to Change



## 2016 LEGISLATIVE CONFERENCE REGISTRATION FORM

Return completed form via mail to Florida League of Cities, P.O. Box 1757, Tallahassee, FL 32302-1757; or visit the League website, [www.floridaleagueofcities.com](http://www.floridaleagueofcities.com), to access online registration. Please type or print information requested. **Fill out a separate form for each registrant.**

Name: RUFUS J. ALEXANDER  
*first middle last*

First Name or Nickname: "BUTCH"  
*(as you wish it to appear on badge)*

Title: COMMISSIONER Affiliation: FORT PIERCE  
*(city, county or company)*

Address: 100 N US HWY 1

City: FORT PIERCE State: FL Zip: 34950

Phone: 772-467-3065 Fax: 772-467-3841

Email: cscott@city-ftpierce.com

First-Time Attendee?  Yes  No Office Contact Person: Caleta Scott

### ADDITIONAL ACTIVITIES

Please indicate if you will be attending any of the following additional events. NOTE: Do not check either box unless you are sure you will be attending the event.

**Wednesday, December 7 -**  
Research Symposium

**Friday, December 9 -**  
Continuing Education in Ethics

### REMINDERS

- **Registration fee:** \$225. Covers admission to all conference sessions, continental breakfasts, refreshment breaks and Thursday's luncheon and networking event.
- Make checks payable to the **Florida League of Cities.**
- **The advance registration deadline is November 18.** After that date, please register on-site.

- Complete a separate Conference Registration Form for each delegate. Duplicate this form as needed. Full payment must accompany each registration.
- Cancellations must be received and confirmed in writing by **5:00 p.m., Friday, November 18** to receive a refund of registration fees. Refunds will not be issued until after the conference. No refunds will be issued for early departure. **Note: An administrative fee of \$25.00 will be deducted from all refunds.**
- **Special Needs:** If you are physically challenged and require special services, or if you have special dietary needs, please attach a written description of those needs to your registration form.

# Reservation Confirmation

**FI League of Cities  
Embassy Suites by Hilton Orlando Lake Buena Vista South  
06-Dec-2016 to 09-Dec-2016**

We are pleased to confirm your reservation at Embassy Suites by Hilton Orlando Lake Buena Vista South. The staff at Embassy Suites by Hilton Orlando Lake Buena Vista South is looking forward to your arrival for FI League of Cities. 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	80284268												
Date Booked	07-Oct-2016												
Reservation Name	RUFUS ALEXANDER												
Arrival Date	07-Dec-2016												
Departure Date	09-Dec-2016												
Room Type	King Corner												
Number of Rooms	1												
Number of Guests	1												
	<table><thead><tr><th>Date2</th><th>Guest(s)</th><th>Status</th><th>Rate</th></tr></thead><tbody><tr><td>07-Dec-2016</td><td>1</td><td>Confirmed</td><td>159.00</td></tr><tr><td>08-Dec-2016</td><td>1</td><td>Confirmed</td><td>159.00</td></tr></tbody></table>	Date2	Guest(s)	Status	Rate	07-Dec-2016	1	Confirmed	159.00	08-Dec-2016	1	Confirmed	159.00
Date2	Guest(s)	Status	Rate										
07-Dec-2016	1	Confirmed	159.00										
08-Dec-2016	1	Confirmed	159.00										
Night by Night Rate	<table><thead><tr><th>Additional Guest</th><th>Rate</th></tr></thead><tbody><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></tbody></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	318.00												
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.												

100 US-1, Fort Pierce, FL 34950 to 4955 Kyngs  
Heath Road, Kissimmee, FL 34746

Drive 108 miles, 1 h 48 min

## 100 U.S. 1

Fort Pierce, FL 34950

### Get on I-95 N from Orange Ave

10 min (4.5 mi)

- ↑ 1. Head northwest on US-1 N toward Avenue A  
253 ft
- ↶ 2. Turn left at the 1st cross street onto Avenue A  
0.2 mi
- ↶ 3. Turn left onto N 7th St  
72 ft
- ↷ 4. Turn right onto Orange Ave  
1.4 mi
- ↑ 5. Continue straight onto FL-68 W/Orange Ave  
2.4 mi
- ⤴ 6. Use the right lane to merge onto I-95 N via the ramp to Daytona Beach  
0.5 mi

### Follow I-95 N to FL-60 W/20th St in West Vero Corridor. Take exit 147 from I-95 N

12 min (15.3 mi)

- ⤴ 7. Merge onto I-95 N  
15.1 mi
- ↷ 8. Take exit 147 for FL-60 toward Vero Beach/Lake Wales  
0.2 mi

### Get on Florida's Turnpike in Osceola County

25 min (25.3 mi)

- ↶ 9. Turn left onto FL-60 W/20th St (signs for Lake Wales)  
ⓘ Continue to follow FL-60 W  
24.6 mi
- ⤴ 10. Use the right lane to take the Florida's Turnpike ramp  
⚠ Toll road  
0.2 mi
- ↶ 11. Keep left at the fork, follow signs for Orlando N and merge onto Florida's Turnpike  
⚠ Toll road  
0.5 mi










### Follow Florida's Turnpike to E Osceola Pkwy in Buena Ventura Lakes. Take exit 249 from Florida's Turnpike

45 min (55.4 mi)

- ⤴ 12. Merge onto Florida's Turnpike  
⚠ Toll road  
55.1 mi
- ↷ 13. Take exit 249 for Osceola Pkwy  
⚠ Toll road  
0.3 mi

## Continue on E Osceola Pkwy. Drive to Kyngs Heath Rd

16 min (7.3 mi)

-  14. Use any lane to turn left onto E Osceola Pkwy  
 Partial toll road  
6.2 mi
-  15. Take the exit toward US-192/Resort Area/FL-535  
 Toll road  
0.4 mi
-  16. Continue onto N Poinciana Blvd (signs for US-192 W/Marker)  
 Toll road  
0.1 mi
-  17. Turn left onto FL-535 S  
0.5 mi
-  18. Turn right onto Kyngs Heath Rd  
 Destination will be on the right  
325 ft

## 4955 Kyngs Heath Road

Kissimmee, FL 34746

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.