

REGISTRATION INFORMATION

Florida League of Cities
Legislative Action Days

TRAVEL EXPENSE STATEMENT

HOTEL INFORMATION

Double Tree by Hilton
101 South Adams St
Tallahassee, FL 32301

DATE: 02/09/2023

1. TRAVELER'S NAME: Curtis Johnson
2. DEPARTURE DATE: 4/3/2023
3. RETURN DATE: 4/5/2023
4. DESTINATION: Tallahassee
5. CODE CHARGE: 001-1000-512-40-20
6. AMT BUDGETED: 15,000.00

DEPARTMENT: City Commission
DEPARTURE TIME: 7 a.m.
RETURN TIME: 7:30 p.m.
PURPOSE: FLC Legislative Action Days

7. BALANCE AVAILABLE: **\$6,000.00**

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

	PREPAID EXPENSES	CREDIT CARD	ESTIMATED CASH EXPENSES	ACTUAL CASH EXPENSES
* REGISTRATION FEE:	50.00			
* HOTEL BILL: Confirmation # TCRLC		700.00		
BAGGAGE ALLOWANCE (\$5 PER PERSON)		5.00		
* COMMUNICATION:				
* FARES: AIR FARE				
* TAXI, BUS				
* CAR RENTAL				
* MILEAGE @ 0.655 732			479.46	
* GASOLINE EXPENSE				
* TOLL ROAD FEES OR PARKING FEES			60.00	
* MISC. EXPENSES				
MEALS				
3 BREAKFAST @ \$8.00			24.00	
2 LUNCH @ \$8.00			16.00	
2 DINNER @ \$20.00			40.00	
SPECIAL LUNCHEON/BANQUET			0.00	
7% STATE TAX			5.60	
15% GRATUITIES			12.00	
TOTALS	50.00	705.00	637.06	

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.

TOTALS

50.00	705.00	637.06	
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ADVANCE CASH RECEIVED: **\$50.00 Registration fee paid using Latoya Ransoms CC.**
REFUND DUE CITY: _____
REFUND DUE EMPLOYEE: _____

TRAVEL APPROVED BY: *Amdaw*
DEPARTMENT SUPERVISOR

EXPENSES ARE ALSO INCLUDED FOR THE FOLLOWING PERSONS:

CITY MANAGER
(220 WITH CITY MANAGER
SIGNATURE ACCEPTED)

* RECEIPT REQUIRED
REV 1/23 DLN

LEGISLATIVE ACTION DAYS

Florida League of Cities



Where city officials bring the power of local voices to the state capital with the message to let us make local choices.

Every year during session, city officials from across the state come together in Tallahassee for Legislative Action Days. This is a valuable opportunity for members to get to know their legislators and to view the legislature at work first-hand.

The League is hosting Legislative Action Days in Tallahassee on **April 3-5, 2023**. [Register Now](#)

The DoubleTree Hotel room block is full. [Click here to view a list of alternative hotels in Tallahassee.](#)

New to 2023: If you are a first-time attendee to Legislative Action Days, don't miss the "Know Before You Go Session" on Monday, April 3, 2023 from 5:15 p.m.- 5:45 p.m. at Sittig Hall (details of location listed below). Also, on Monday,

workshop.

The cost to attend Legislative Action Days is \$50.00. Note: Cancellations for Legislative Action Days must be received in writing by March 22, 2023, and subject to a \$25.00 cancellation fee.

The Florida League of Mayors will also be holding its events during this time. See below for the schedules of both the Legislative Action Days and the Florida League of Mayors.

Attendees are responsible for scheduling appointments with Legislators.

Legislative Action Days Schedule*

(This registration is **separate** from the Florida League of Mayors registration. If attending both programs, please register for both programs.)

Monday, April 3, 2023

12:30 p.m. - 5:30 p.m.

Registration Desk Open (Sittig Hall at Kleman Plaza/FLC office, 301 S. Bronough Street)

1:00 p.m. - 5:00 p.m.

Continuing Education in Ethics Workshop (Sittig Hall at Kleman Plaza/FLC office, 301 S. Bronough Street)

5:15 p.m. - 5:45 p.m.

Know Before You Go Session (Sittig Hall at Kleman Plaza/FLC office, 301 S. Bronough Street)

Free of charge and open to all attendees

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

Legislative Briefing: Hear from the League's Legislative Team (Tallahassee City Hall Chambers, 2nd Floor, 300 S. Adams Street)

10:15 a.m. - 12:00 p.m.

Capitol Visits (on own)

12:00 p.m. - 1:00 p.m.

Box Lunches (Tallahassee City Hall, 2nd floor, 300 S. Adams Street)

1:00 p.m. - 5:00 p.m.

Capitol Visits (on own)

2:30 p.m. - 3:30 p.m.

Capitol Tour with FLC Staff (location TBD)

5:30 p.m. - 6:30 p.m.

FLC Legislative Action Days Reception (Doubletree Hotel, 101 S. Adams Street)

Wednesday, April 5, 2023

9:00 a.m. - 11:00 a.m.

FLC Board of Directors Meeting (Sittig Hall at Kleman Plaza/FLC office, 301 S. Bronough Street)

9:00 a.m. - 12:00 p.m.

Capitol Visits (on own)

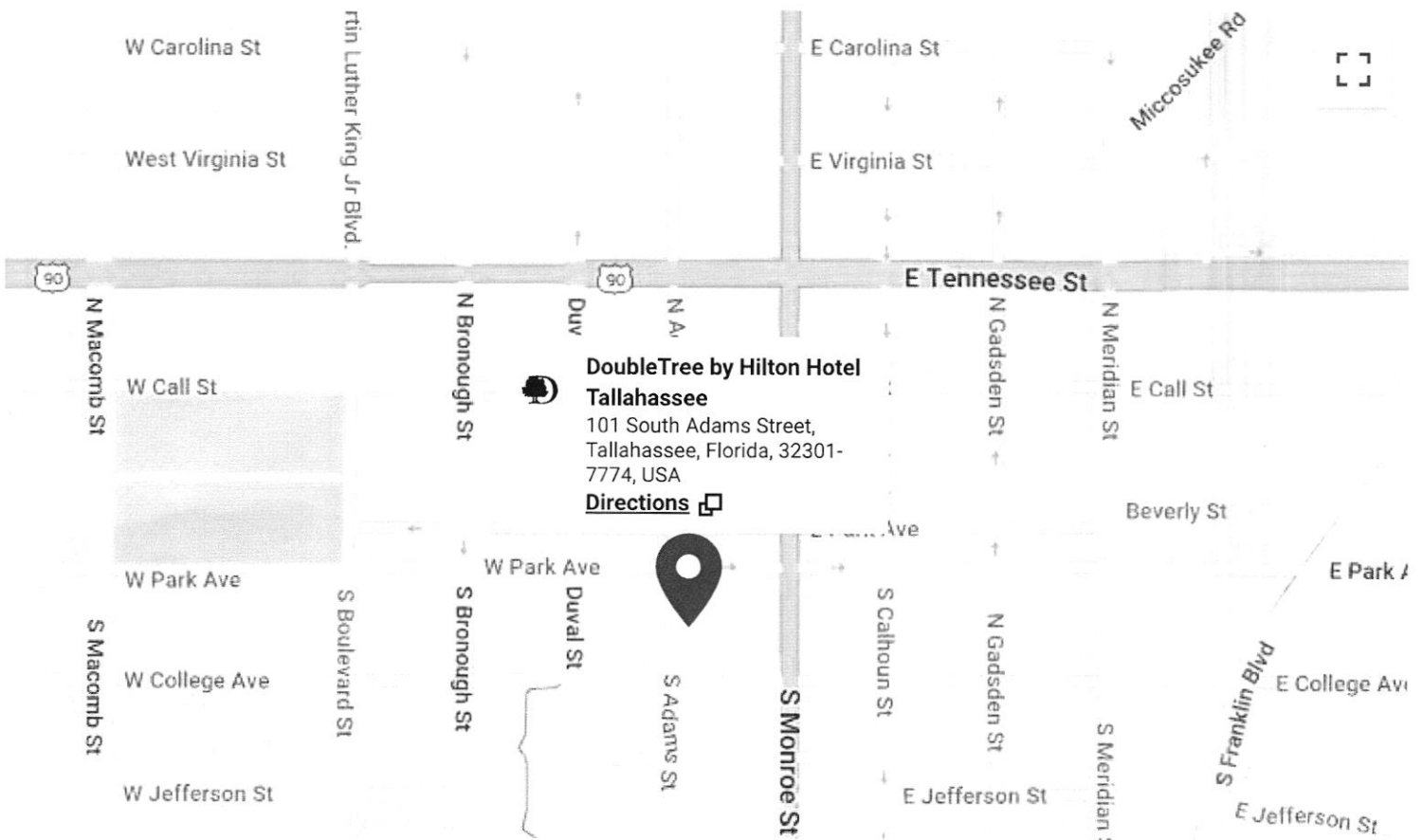
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Group travel and events

We have the stylish space and resources you need for your next gathering. Keep your attendees together by reserving 10 - 25 rooms instantly online.

[Plan an Event](#)

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[View All Rooms](#)

Hilton Honors member benefits



Hilton Honors Discount rate



Points toward free nights and more



Choose Your Room



Digital Check-In



Hilton Honors Experiences



Digital Key

Hotel policies



Pets



Smoking



WiFi

Parking

Self-parking

\$30.00

Valet parking

\$36.00

Secured

Covered

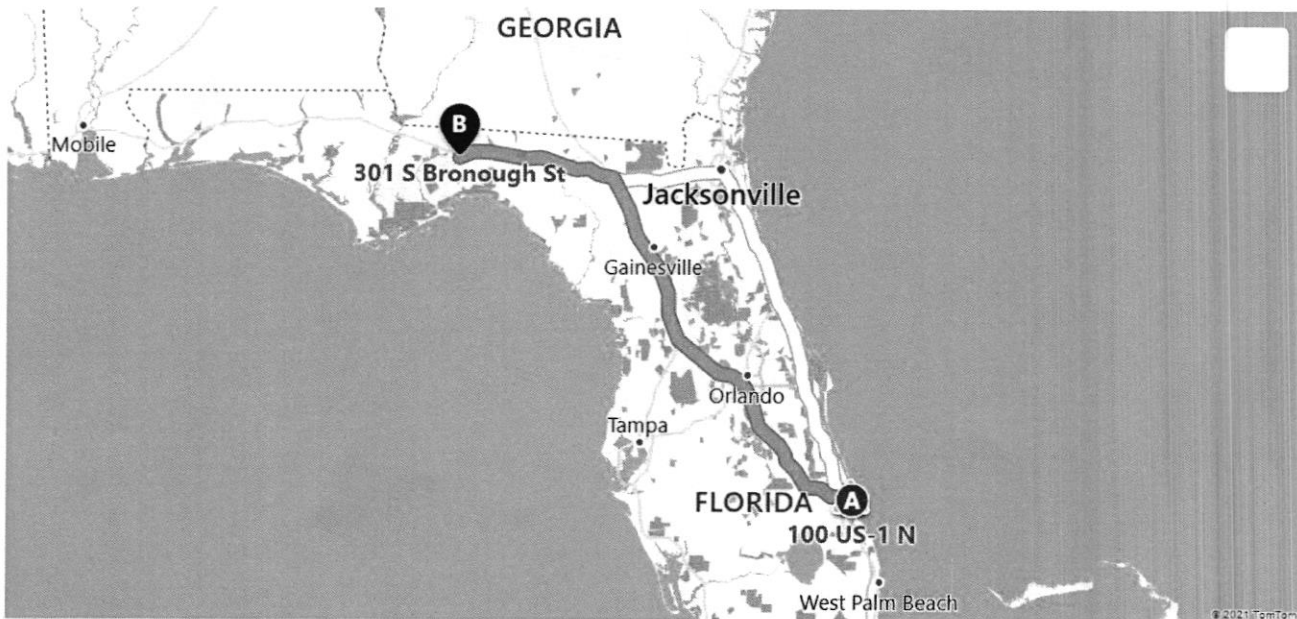
Available

Available

About 203,000,000 results Any time ▾

100 US-1 N, Fort Pierce, FL 34950 →
301 S Bronough St, Tallahassee, FL 32301 (☁️ 74°F)

Reverse directions



5:24

hr min

366 miles

Light traffic

Via FL-91 N, I-75 N *Toll on route*

Directions

Directions to Tallahassee, FL - MapQuest

<https://www.mapquest.com/directions/to/us/fl/tallahassee-282039868> ▾

Web **Directions to Tallahassee, FL - MapQuest** Driving Directions to Tallahassee, FL including road conditions, live traffic updates, and reviews of local businesses along the way. ...

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<https://www.mapquest.com/us/fl/tallahassee/32301...> ▾

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