

From: Lori Stelzer

Sent: Wednesday, December 16, 2015 8:05 AM

To: Robert Daniels <RDaniels@Venicegov.com>

Cc: Edward Lavalley <ELavalley@Venicegov.com>; Heather Taylor <HTaylor@Venicegov.com>; dpersson@swflgovlaw.com

Subject: Travel Request for Panel Discussion of Fire Merger on ABC 7

Bob,

This travel request does not fall within the past practice and informal policy for council travel. Ed and I have discussed and will be presenting a travel policy for council to bless in the near future so there is no confusion. I will also put out the memo for this year's budget so the new council members are aware of it.

Following is the informal policy that staff follows:

- ❖ All travel related items included in council's budget do not require council approval. Following are those items included in the budget:
 1. Florida League of Cities Institute for Elected Municipal Officials (Beginners and Advanced)
 2. Local Meetings - includes registration fees and mileage for out of town meetings, i.e. Sarasota and Fort Myers. Primarily meetings of assigned boards/committees, i.e. Tourist Development Council, Economic Development Council and Manasota League of Cities.
- ❖ Attendance at local meetings, seminars, and social events are limited to the council member who represents that particular interest, i.e. the council member serving on the Economic Development Council would attend functions benefitting the city's interest.
- ❖ Any travel not listed above would require council approval.

If you have any questions, let me know. Thanks.

Lori Stelzer, MMC, City Clerk
401 W. Venice Avenue
Venice, FL 34285
941-486-2626, ext. 23001
941-480-3031 (fax)

From: Robert Daniels
Sent: Saturday, December 05, 2015 12:12 PM
To: Heather Taylor <HTaylor@Venicegov.com>
Cc: Robert Daniels <RDaniels@Venicegov.com>
Subject: Mileage Report

Please process my mileage for the following , TDC board meeting , Nov. 19 South County Admin,
ABC round table , Dec 4 Sarasota

Sent from [Outlook](#)