

City of North Miami, Florida
TRAVEL REQUEST

Doc 310648

Date: **October 24, 2016**

Name of Traveler: **Cheryl Scott**

Department: **Office of the City Clerk**

Destination: **Pittsburgh, PA**

Mode of Transportation: **Air**
(If least expensive mode not chosen, provide justification below)

Dates of City Travel: From: **November 15, 2016**

To: **November 20, 2016**

Purpose of Trip: **2016 National League of City Summit November 15 -20, 2016**

ESTIMATED COST		Will vacation be combined with trip? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Registration –	150.00	Attach written documentation supporting this travel
Transportation	167.08 ✓	
Meals	299.70 229.50	Information on trip attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Lodging	286.20 ✓	Travel was included in budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Other – Local Transportation	.00	
Other		*(Explain answer no)
Total Costs	\$885.98 832.72	
Less Prepaid Expenses		
Advance to Traveler	\$299.70	
	229.50	
Signature <u>Cheryl Scott</u>		Traveler

Meal Detail

Date	11/15/2016	11/16/2016	11/17/2016	11/18/2016	11/19/2016	11/20/2016		
Breakfast – 15%	\$.00	\$8.10	\$8.10	\$8.10	\$8.10	\$8.10		\$40.50 16.20
Lunch – 30%	\$.00	\$16.20	\$16.20	\$16.20	\$16.20	\$16.20		\$81.00 64.80
Dinner – 55%	\$29.70	\$29.70	\$29.70	\$29.70	\$29.70	\$29.70		\$178.20 148.50
Total	\$29.70	\$54.00	\$54.00	\$54.00	\$54.00	\$54.00		\$299.70 229.50
		\$16.20	\$37.80	\$45.90	\$45.90			

COMMENTS
\$54 per day

RECEIVED
NOV 04 2016
CITY OF NORTH MIAMI
ACCOUNTS PAYABLE

Account No. **001-03-407001-512-305-000**

Voucher No: _____ Date: _____

APPROVED	
<u>[Signature]</u>	10/24/16
DEPARTMENT HEAD	DATE
<u>[Signature]</u>	
RISK MANAGEMENT ADMINISTRATOR	DATE
<u>[Signature]</u>	
BUDGET DIRECTOR	DATE
<u>[Signature]</u>	10/26/16
CITY MANAGER	DATE

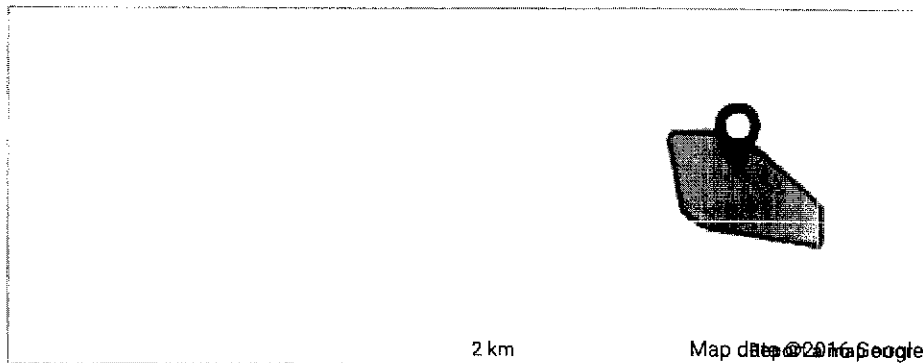
RECEIVED
OCT 26 2016
Budget Office



Days Inn Pittsburgh International Airport

2500 Market Place Blvd
Coraopolis, PA 15108

(412) 859-4000



Hotel details

Amenities

- Free parking**
- Free breakfast**
- Free Internet**
- Indoor pool(s)**
- Fitness center**
- Pool(s)**
- Business center**
- Self-service laundry**
- Internet access**

Need a flight?

Pittsburgh Intl.

1 hour 55 mins | 120 mi Find a flight

Reservation details

Hotel confirmation 50429658

Hotel itinerary 5720026704

Check-in Tue, Nov 15 - 03:00pm

Check-out Sun, Nov 20 - 11:00am

1 room, 2 adults

Primary guest cheryl scott
Must be present at check-in

Charged to Visa (7356)

\$46.00 per night x 5 nights \$230.00
x 1 room

Hotel chooses bed type

Tax recovery charges + fees \$56.20

Hotwire total **\$286.20**
due today (USD)

Trip total (USD) **\$286.20**

Have a question?

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(6-30 characters, case sensitive, no spaces)

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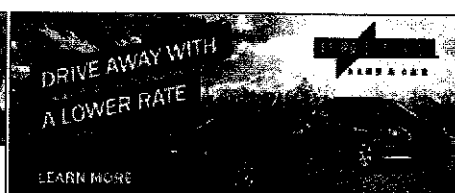
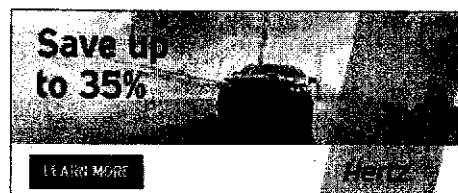
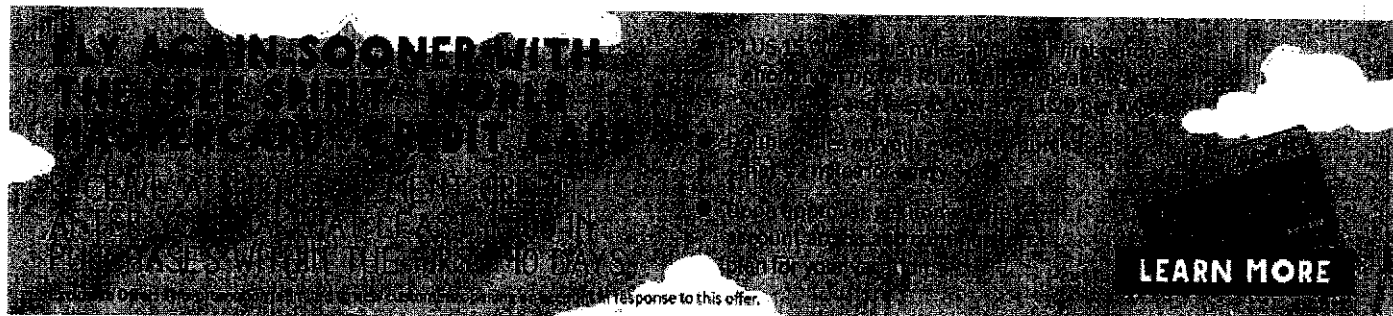
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YOUR CONFIRMATION CODE

RYBQKZ

BOOKING DATE Monday, October 24, 2016

Flight

Fort Lauderdale - FLL	Tuesday	Departing:	3:53 PM
Latrobe - LBE	November 15, 2016	Arriving:	6:28 PM
Flight: 724	Miles: 980	Duration:	2 h 35 min
<hr/>			
Latrobe - LBE	Sunday	Departing:	7:19 PM
Fort Lauderdale - FLL	November 20, 2016	Arriving:	10:01 PM
Flight: 727	Miles: 980	Duration:	2 h 42 min

Customer Information

Name	Assistance	FREE SPIRIT Number
MS. CHERYL SCOTT	None	382884283

Name	Seats	Carry-On	Checked
------	-------	----------	---------

Bags

Name	Carry-On	Checked
MS. CHERYL SCOTT	0 0	1 1

Seats

Name	Seats
MS. CHERYL SCOTT	- -

Contact Information

Cheryl Scott
1319 st tropez circle
weston , FL 33326
United States of America

cscott@northmiamifl.gov

3053079399

Travel Insurance

POLICY NUMBER:
920660814

PRIMARY INSURED NAME:
CHERYL SCOTT

NOTE: View **your policy online** . For additional questions about your policy please contact Travel Guard directly at 866-877-3191.

Purchase Price

FLIGHT PRICE	More Info	\$62⁸⁷
BAGS		\$60⁰⁰
NAME	CARRY-ON	CHECKED
MS. CHERYL SCOTT		\$ 60.00
TRAVEL INSURANCE		\$14⁰⁰
GOVERNMENT'S CUT	More Info	\$30²¹
Security Fee		\$11.20
Passenger Facility Fee		\$9.00
Segment Fee		\$8.00
Federal Excise Tax		\$2.01

Total Paid **\$167⁰⁸**

Thank you for choosing Spirit. We look forward to serving you on your upcoming trip!

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For modifications to vacation package itineraries please call 1.954.698.0125.



City Summit | Annual Conference of the National League of Cities

16 - 19 November 2016

Schedule At-a-Glance

Please note that some sessions and times are subject to change, but the schedule below can be used to help you plan your travel for the conference.

Wednesday

6:30 AM - 5:30 PM

Shuttle Bus Service – Overflow Hotels

Date: Wednesday, November 16

7:00 AM - 5:00 PM

Conference Registration

Date: Wednesday, November 16

7:15 AM - 8:15 AM

New Member/First-Time Attendee Breakfast

Date: Wednesday, November 16, Track: Social Events

8:00 AM - 9:00 AM

Community Leaders of America: Republican Mayor and City Council Caucus Meeting

Date: Wednesday, November 16

8:00 AM - 6:00 PM

Corporate & Business Partners Room

Date: Wednesday, November 16, Track: Corporate Partners

8:00 AM - 4:00 PM

NLC University Information Desk

Date: Wednesday, November 16, Track: National League of Cities University

8:00 AM - 5:00 PM

Spouse/Guest Lounge

Date: Wednesday, November 16, Track: Spouse/Guest Program

Experience a revitalized Pittsburgh at our revitalized conference!

Register Now!

8:00 AM - 5:00 PM

Spouse/Guest Tours

Date: Wednesday, November 16, Track: Spouse/Guest Program

8:30 AM - 12:00 PM

Community & Economic Development (CED) Federal Advocacy Committee Meeting

Date: Wednesday, November 16, Track: Committee Meetings

8:30 AM - 12:00 PM

Energy, Environment & Natural Resources (EENR) Federal Advocacy Committee

Date: Wednesday, November 16, Track: Committee Meetings

8:30 AM - 12:00 PM

Finance, Administration and Intergovernmental Relations (FAIR) Federal Advocacy Committee Meeting

Date: Wednesday, November 16, Track: Committee Meetings

8:30 AM - 12:00 PM

Human Development (HD) Federal Advocacy Committee Meeting

Date: Wednesday, November 16, Track: Committee Meetings

8:30 AM - 12:00 PM

Information, Technology & Communications (ITC) Federal Advocacy Committee Meeting

Date: Wednesday, November 16, Track: Committee Meetings

8:30 AM - 12:00 PM

Public Safety & Crime Prevention (PSCP) Federal Advocacy Committee Meeting

Date: Wednesday, November 16, Track: Committee Meetings

8:30 AM - 12:00 PM

Transportation and Infrastructure Services (TIS) Federal Advocacy Committee Meeting

Date: Wednesday, November 16, Track: Committee Meetings

8:30 AM - 11:30 AM

Understanding the Social Determinants of Health: The City Leader's Guide to Creating Healthier, Vibrant Communities

Date: Wednesday, November 16, Track: Cultural/Social Issues in the Community

9:00 AM - 12:00 PM

A High-Tech High-Rise

Date: Wednesday, November 16, Track: 2016 Mobile Workshops

9:00 AM - 12:00 PM

Collaborating for Clean Energy: A Tale of Four Cities

Date: Wednesday, November 16, Track: 2016 Mobile Workshops



9:00 AM - 4:30 PM

NLCU: Communications Boot Camp

Date: Wednesday, November 16, Track: National League of Cities University

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9:00 AM - 12:00 PM

NLCU: Congratulations, You Got Elected: Now What?

Date: Wednesday, November 16, Track: National League of Cities University

9:00 AM - 4:30 PM

NLCU: Economic Development Strategies for Small and Mid-Sized Cities

Date: Wednesday, November 16, Track: National League of Cities University

9:00 AM - 4:30 PM

NLCU: Urban Plan for Elected Officials

Date: Wednesday, November 16, Track: National League of Cities University

9:00 AM - 12:00 PM

NLCU: Values-Based Leadership and Public Accountability

Date: Wednesday, November 16, Track: National League of Cities University

9:00 AM - 5:00 PM

NOISE Policy Summit and Community Involvement Workshop

Date: Wednesday, November 16

9:00 AM - 12:00 PM

Rivers and Roads

Date: Wednesday, November 16, Track: 2016 Mobile Workshops



9:00 AM - 12:00 PM

The Corporate Connection

Date: Wednesday, November 16, Track: 2016 Mobile Workshops



9:00 AM - 12:00 PM

The Power of Arts to Drive Economic Growth

Date: Wednesday, November 16, Track: 2016 Mobile Workshops



12:00 PM - 5:00 PM

REAL Board of Advisors Meeting

Date: Wednesday, November 16

1:00 PM - 4:00 PM

A New Campus for a New Pittsburgh

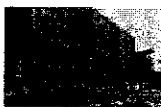
Date: Wednesday, November 16, Track: 2016 Mobile Workshops



1:00 PM - 4:00 PM

East Liberty: A Neighborhood on the Rise

Date: Wednesday, November 16, Track: 2016 Mobile Workshops



1:00 PM - 4:00 PM

Growing a Thriving Food Economy

Date: Wednesday, November 16, Track: 2016 Mobile Workshops

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1:00 PM - 4:00 PM

Parks for All People

Date: Wednesday, November 16, Track: 2016 Mobile Workshops



1:00 PM - 4:00 PM

Uptown on the Upewing

Date: Wednesday, November 16, Track: 2016 Mobile Workshops



1:30 PM - 4:30 PM

NLCU: Making Robert's Rules Work for You

Date: Wednesday, November 16, Track: National League of Cities University

1:30 PM - 4:30 PM

NLCU: Thriving Cities: Building Skills to Create a Culture of Health

Date: Wednesday, November 16, Track: National League of Cities University

4:00 PM - 5:00 PM

Airport NOISE Reception

Date: Wednesday, November 16

5:00 PM - 6:30 PM

Asian Pacific American Municipal Officials (APAMO) Business Meeting

Date: Wednesday, November 16, Track: Constituency Groups

5:00 PM - 5:30 PM

Exhibit Hall Pre-Opening Event

Date: Wednesday, November 16, Track: Exposition Hall

5:00 PM - 6:30 PM

Hispanic Elected Local Officials (HELO) Membership Meeting

Date: Wednesday, November 16, Track: Constituency Groups

5:00 PM - 6:30 PM

Lesbian, Gay, Bisexual and Transgender Local Officials (LGBTLO) Business Meeting

Date: Wednesday, November 16, Track: Constituency Groups

5:00 PM - 6:00 PM

NBC-LEO Policy Committee Meeting

Date: Wednesday, November 16, Track: Constituency Groups

5:00 PM - 6:30 PM

Women in Municipal Government (WIMG) Membership and Business Meeting

Date: Wednesday, November 16, Track: Constituency Groups



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conference!

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5:30 PM - 7:00 PM

Exhibit Hall Opening Reception

Date: Wednesday, November 16, Track: Exposition Hall, Social Events

7:30 PM - 9:30 PM

APAMO Dutch Dinner

Date: Wednesday, November 16, Track: Constituency Groups, Social Events

9:30 PM - 11:55 PM

NBC-LEO President's Hospitality Reception

Date: Wednesday, November 16, Track: Constituency Groups

Thursday

7:00 AM - 5:30 PM

Conference Registration

Date: Thursday, November 17

7:00 AM - 8:00 AM

NBC-LEO Membership Committee and Regional Directors Nominations Meeting

Date: Thursday, November 17, Track: Constituency Groups

7:00 AM - 8:00 PM

Shuttle Bus Service – Overflow Hotels

Date: Thursday, November 17

8:00 AM - 6:00 PM

Corporate & Business Partners Room

Date: Thursday, November 17, Track: Corporate Partners

8:00 AM - 12:00 PM

NLCU: REAL Action: Advancing Racial Equity in Local Government

Date: Thursday, November 17, Track: National League of Cities University

8:00 AM - 8:45 AM

Solution Session: Google

Date: Thursday, November 17, Track: Solution Session, Technology and Data Uses for Cities

8:00 AM - 8:45 AM

Solution Session: How Millennials are Changing Payments, Processes and Government

Date: Thursday, November 17, Track: Demographics, Solution Session

8:00 AM - 8:45 AM

Solution Session: Reinvigorating Public Spaces

Date: Thursday, November 17, Track: Solution Session

8:00 AM - 8:45 AM

Solution Session: Transforming Blighted Communities

Date: Thursday, November 17, Track: Economic Development, Solution Session

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8:30 AM - 10:00 AM

NLC Board of Directors Meeting

Date: Thursday, November 17, Track: Board Events, Governance Activities

9:00 AM - 12:00 PM

An Inclusive Workforce: Successfully Hiring and Retaining People with Disabilities

Date: Thursday, November 17, Track: 2016 Mobile Workshops

9:00 AM - 1:30 PM

Exhibit Hall Open/Lunch

Date: Thursday, November 17, Track: Exposition Hall

9:00 AM - 11:00 AM

NBC-LEO Historic Heritage and Economic Development Tour

Date: Thursday, November 17, Track: Constituency Groups

9:00 AM - 12:00 PM

NLCU: Budgeting Basics

Date: Thursday, November 17, Track: National League of Cities University

9:00 AM - 11:00 AM

NLCU: Dynamic Decision Making in Complex Environments

Date: Thursday, November 17, Track: National League of Cities University

9:00 AM - 12:00 PM

NLCU: Turning Conflict Around: Maximizing Moments of Leadership

Date: Thursday, November 17, Track: National League of Cities University

9:00 AM - 12:00 PM

Pittsburgh: The New Ed-Med Economy

Date: Thursday, November 17, Track: 2016 Mobile Workshops

9:00 AM - 12:00 PM

Rec2Tech: Transform Public Spaces into Digital Learning Centers

Date: Thursday, November 17, Track: 2016 Mobile Workshops

9:00 AM - 9:45 AM

Solution Session: An Open Data Strategy That Just Works

Date: Thursday, November 17, Track: Solution Session, Technology and Data Uses for Cities

9:00 AM - 9:45 AM

Solution Session: Bike Share for All: How a Big City Amenity Can Work on a Small City Scale

Date: Thursday, November 17, Track: Small Cities, Solution Session, Transportation and Alternatives

9:00 AM - 9:45 AM

Solution Session: Change the Game: City Energy Efficient Results Through Utility Partnerships

Date: Thursday, November 17, Track: Solution Session

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9:00 AM - 9:45 AM

Solution Session: Your City in a New Light, the Real Life Process and Benefits of a Streetlight Upgrade

Date: Thursday, November 17, Track: Solution Session

9:00 AM - 1:00 PM

Spouse/Guest Tours

Date: Thursday, November 17, Track: Spouse/Guest Program

9:00 AM - 12:00 PM

Sustainability – Think Globally, Act Locally

Date: Thursday, November 17, Track: 2016 Mobile Workshops

9:00 AM - 12:00 PM

The Transformational Library: Innovating Public Libraries for the 21st Century Community

Date: Thursday, November 17, Track: 2016 Mobile Workshops

9:30 AM - 11:45 AM

NLC Advisory Council Meeting

Date: Thursday, November 17, Track: Governance Activities

10:00 AM - 10:45 AM

Solution Session: Communities for All Ages: Inspiring Ideas from America's City Leaders and AARP

Date: Thursday, November 17, Track: Demographics, Solution Session

10:00 AM - 10:45 AM

Solution Session: Smart Cities and the Internet of Things

Date: Thursday, November 17, Track: Solution Session, Technology and Data Uses for Cities

10:00 AM - 10:45 AM

Solution Session: Solving City Challenges with the Amazon Cloud

Date: Thursday, November 17, Track: Solution Session, Technology and Data Uses for Cities

10:00 AM - 10:45 AM

Solution Session: Working with Start Ups to Improve Core Services and Accelerate Smart Growth

Date: Thursday, November 17, Track: Economic Development, Solution Session

10:15 AM - 11:45 AM

NLC Resolutions Committee Meeting

Date: Thursday, November 17, Track: Governance Activities

10:30 AM - 12:00 PM

Youth Delegate Orientation and Opening Session

Date: Thursday, November 17, Track: Youth Delegate Sessions

11:00 AM - 11:45 AM

Solution Session: How to Build a Smarter Mobile Future City

Date: Thursday, November 17, Track: Solution Session

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11:00 AM - 11:45 AM

Solution Session: Lessons Learned From the Most Ambitious Transparency Initiative in US History

Date: Thursday, November 17, Track: Solution Session

11:00 AM - 11:45 AM

Solution Session: Positively Impacting Health Disparities Through Community Innovations

Date: Thursday, November 17, Track: Cultural/Social Issues in the Community, Solution Session

11:00 AM - 11:45 AM

Solution Session: The Revolution in Urban Mobility

Date: Thursday, November 17, Track: Solution Session, Transportation and Alternatives

12:00 PM - 1:30 PM

Afterschool Policy Advisors Network (APAN) Luncheon

Date: Thursday, November 17, Track: Cultural/Social Issues in the Community, Youth in the Community

12:00 PM - 1:00 PM

Corporate Partners Leadership Council Meeting

Date: Thursday, November 17, Track: Corporate Partners

12:00 PM - 1:00 PM

Democratic Municipal Officials – Council of State Chapters Leadership Meeting

Date: Thursday, November 17

12:00 PM - 1:15 PM

National Black Caucus of Local Elected Officials (NBC-LEO) Membership Luncheon

Date: Thursday, November 17, Track: Constituency Groups

12:00 PM - 1:30 PM

NLC University Shared Wisdom Luncheon

Date: Thursday, November 17, Track: National League of Cities University

12:00 PM - 1:00 PM

State Municipal League Executive Directors Lunch

Date: Thursday, November 17, Track: State League Events

1:30 PM - 3:00 PM

Opening General Session

Date: Thursday, November 17, Track: 2016 Workshops, General Sessions

3:00 PM - 3:30 PM

Exhibit Hall Dessert Break

Date: Thursday, November 17, Track: Exposition Hall, Social Events



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conference!

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3:00 PM - 5:00 PM

Exhibit Hall Open

Date: Thursday, November 17, Track: Exposition Hall

3:00 PM - 5:00 PM

National Black Caucus of Local Elected Officials (NBC-LEO) Board of Directors Meeting and Nominating Committee Hearing

Date: Thursday, November 17, Track: Constituency Groups

3:30 PM - 5:00 PM

Big Ideas for Small Cities

Date: Thursday, November 17, Track: 2016 Workshops, Small Cities

3:30 PM - 5:00 PM

Creating Safe Communities by Building Hope and Resilience

Date: Thursday, November 17, Track: 2016 Workshops, Cultural/Social Issues in the Community, Youth in the Community

3:30 PM - 5:00 PM

Culture Shift: Improving Health of Kids and Families

Date: Thursday, November 17, Track: 2016 Workshops

3:30 PM - 5:00 PM

My Brother's Keeper Post-Obama: Strategies to Advance Outcomes for Boys and Men of Color

Date: Thursday, November 17, Track: 2016 Workshops

3:30 PM - 5:00 PM

The Double Edged Sword: How Cities Can Protect Themselves in an Era of Big Data

Date: Thursday, November 17, Track: 2016 Workshops

3:30 PM - 5:00 PM

The New Main Street, USA

Date: Thursday, November 17, Track: 2016 Workshops

4:00 PM - 6:00 PM

NLC Nominating Committee Hearing

Date: Thursday, November 17, Track: Governance Activities

5:00 PM - 7:00 PM

League of Kansas Municipalities & Missouri Municipal League Reception

Date: Thursday, November 17, Track: State League Events

5:00 PM - 6:30 PM

League of Minnesota Cities Reception

Date: Thursday, November 17, Track: State League Events

5:00 PM - 7:00 PM

North Carolina League Reception

Date: Thursday, November 17, Track: State League Events

5:00 PM - 6:00 PM

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Youth Delegate Ice Breaker Social

Date: Thursday, November 17, Track: Youth Delegate Sessions

5:30 PM - 6:30 PM

Alabama Delegate Reception

Date: Thursday, November 17, Track: State League Events

5:30 PM - 7:00 PM

Community Leaders of America: Republican Mayor and City Council Caucus Reception

Date: Thursday, November 17

5:30 PM - 7:00 PM

Corporate Partners Reception

Date: Thursday, November 17, Track: Corporate Partners

5:30 PM - 7:00 PM

Digital Cities Survey Awards Reception

Date: Thursday, November 17

5:30 PM - 6:30 PM

Let's Move! Cities, Towns and Counties Awards Ceremony

Date: Thursday, November 17, Track: Cultural/Social Issues in the Community, Youth in the Community

5:30 PM - 6:30 PM

Texas Municipal League Reception

Date: Thursday, November 17, Track: State League Events

5:30 PM - 9:30 PM

Youth Delegate Social at Carnegie Science Center

Date: Thursday, November 17, Track: Youth Delegate Sessions

6:00 PM - 7:30 PM

League of California Cities Reception

Date: Thursday, November 17, Track: State League Events

7:00 PM - 9:00 PM

Lesbian, Gay, Bisexual and Transgender Local Officials (LGBTLO) Community Event

Date: Thursday, November 17, Track: Constituency Groups

8:00 PM - 10:00 PM

National Black Caucus of Local Elected Officials (NBC-LEO) Evening Out

Date: Thursday, November 17, Track: Constituency Groups

9:30 PM - 11:55 PM

NBC-LEO President's Hospitality Reception

Date: Thursday, November 17, Track: Constituency Groups

Experience a revitalized Pittsburgh at our revitalized conference!

Register Now!

Friday

6:30 AM - 8:00 PM

Shuttle Bus Service – Overflow Hotels

Date: Friday, November 18

7:00 AM - 5:30 PM

Conference Registration

Date: Friday, November 18

7:30 AM - 9:00 AM

Council on Youth, Education and Families Meeting

Date: Friday, November 18, Track: Council Meetings

7:30 AM - 8:30 AM

Democratic Municipal Officials “Oh So Blue” Breakfast Meeting

Date: Friday, November 18

7:30 AM - 8:45 AM

First Tier Suburbs Council Steering Committee Meeting

Date: Friday, November 18, Track: Council Meetings

7:30 AM - 8:45 AM

REAL Council Breakfast

Date: Friday, November 18, Track: Council Meetings

7:30 AM - 8:45 AM

Small Cities Council Steering Committee Meeting

Date: Friday, November 18, Track: Council Meetings

7:30 AM - 8:45 AM

University Communities Council Steering Committee Meeting

Date: Friday, November 18, Track: Council Meetings

8:00 AM - 6:00 PM

Corporate & Business Partners Room

Date: Friday, November 18, Track: Corporate Partners

8:00 AM - 5:00 PM

Spouse/Guest Lounge

Date: Friday, November 18, Track: Spouse/Guest Program

8:00 AM - 9:00 AM

State Municipal League Legislative Briefing Breakfast

Date: Friday, November 18, Track: State League Events

9:00 AM - 10:30 AM

General Session

Experience a revitalized Pittsburgh at our revitalized
Conference!

Register Now!

Date: Friday, November 18, Track: 2016 Workshops

10:15 AM - 1:30 PM
Exhibit Hall Open

Date: Friday, November 18, Track: Exposition Hall

10:30 AM - 12:00 PM
Addressing the Opioid Epidemic in Small Cities

Date: Friday, November 18, Track: 2016 Workshops

10:30 AM - 12:00 PM
Autonomous Vehicles in the City: Who's Driving the Future?

Date: Friday, November 18, Track: 2016 Workshops

10:30 AM - 12:00 PM
Heinz Report on Criminal Justice Reform

Date: Friday, November 18, Track: 2016 Workshops

10:30 AM - 12:00 PM
Law Enforcement for Today's City

Date: Friday, November 18, Track: 2016 Workshops

10:30 AM - 12:00 PM
Successful Models for Converting City-Held Property Into Affordable Housing

Date: Friday, November 18, Track: 2016 Workshops

10:30 AM - 12:00 PM
Summer Jobs for Successful Futures

Date: Friday, November 18, Track: 2016 Workshops

10:30 AM - 12:00 PM
Sustainability Savings

Date: Friday, November 18, Track: 2016 Workshops

12:00 PM - 1:30 PM
Focus Group: Employee Benefits

Date: Friday, November 18

12:00 PM - 1:00 PM
State League Directors and Presidents Lunch

Date: Friday, November 18, Track: State League Events

12:00 PM - 2:00 PM
Women in Municipal Government (WIMG) Leadership Luncheon and Roundtable Discussions

Date: Friday, November 18, Track: Constituency Groups

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12:15 PM - 1:45 PM

Mayors' Education Reform Task Force Meeting

Date: Friday, November 18

1:00 PM - 3:30 PM

Spouse/Guest Tours

Date: Friday, November 18, Track: Spouse/Guest Program

1:30 PM - 3:00 PM

Cities Have the Power: Ensuring Affordable Energy

Date: Friday, November 18, Track: 2016 Workshops

1:30 PM - 3:00 PM

Getting Started with 'Smart Cities' Technology

Date: Friday, November 18, Track: 2016 Workshops

1:30 PM - 3:00 PM

Large Cities Council Meeting

Date: Friday, November 18, Track: Council Meetings

1:30 PM - 3:00 PM

Local Dynamics of National Criminal Justice Reform

Date: Friday, November 18, Track: 2016 Workshops

1:30 PM - 3:00 PM

Making New Development into a Win for All of Your Community

Date: Friday, November 18, Track: 2016 Workshops

1:30 PM - 3:00 PM

Small Cities Council Meeting

Date: Friday, November 18, Track: Council Meetings, Small Cities

1:30 PM - 3:00 PM

Taking Action to Improve Economic Mobility and Opportunity

Date: Friday, November 18, Track: 2016 Workshops

1:30 PM - 3:00 PM

The Next Recession: Planning Begins Now

Date: Friday, November 18, Track: 2016 Workshops

1:30 PM - 4:30 PM

Youth Delegate Equity Workshop

Date: Friday, November 18, Track: Youth Delegate Sessions

2:00 PM - 3:30 PM

Western Municipal Association Meeting

Date: Friday, November 18

Experience a revitalized Pittsburgh at our revitalized conference!

Register Now!

3:00 PM - 4:00 PM
Democratic Municipal Officials – Policy Meeting
Date: Friday, November 18

3:30 PM - 5:00 PM
CARE Documentary: Quality Home Healthcare and Dignity for All
Date: Friday, November 18, Track: 2016 Workshops

3:30 PM - 5:00 PM
First Tier Suburbs Council Membership Meeting
Date: Friday, November 18, Track: Council Meetings

3:30 PM - 5:00 PM
Military Communities Council Meeting
Date: Friday, November 18, Track: Council Meetings

3:30 PM - 5:00 PM
Pittsburgh 3.0: Leveraging Innovative Programs, Practices and Policies to Create a Leading Resilient City
Date: Friday, November 18, Track: 2016 Workshops

3:30 PM - 5:00 PM
Politics of Public Sector Pensions
Date: Friday, November 18, Track: 2016 Workshops

3:30 PM - 5:00 PM
Rebuild San Diego: How a deteriorating city prioritized infrastructure
Date: Friday, November 18, Track: 2016 Workshops

3:30 PM - 5:00 PM
Startups and Cities Innovating Together
Date: Friday, November 18, Track: 2016 Workshops

3:30 PM - 5:00 PM
University Communities Council Meeting
Date: Friday, November 18, Track: Council Meetings

5:00 PM - 6:30 PM
Constituency Group Affinity Reception
Date: Friday, November 18, Track: Constituency Groups

5:00 PM - 6:30 PM
Florida League of Cities Reception
Date: Friday, November 18, Track: State League Events

5:00 PM - 7:00 PM
Iowa League of Cities Reception
Date: Friday, November 18, Track: State League Events

Experience a revitalized Pittsburgh at our revitalized conference!

[Register Now!](#)

5:15 PM - 7:00 PM
Joint Oregon/Washington Reception
Date: Friday, November 18, Track: State League Events

5:30 PM - 7:00 PM
Pittsburgh Downtown Partnership (PDP) Light Up Night
Date: Friday, November 18, Track: Social Events

6:00 PM - 7:00 PM
Colorado/Wyoming Reception
Date: Friday, November 18, Track: State League Events

6:00 PM - 7:30 PM
League of Arizona Cities and Towns Reception
Date: Friday, November 18, Track: State League Events

6:30 PM - 7:30 PM
Tennessee State League Reception
Date: Friday, November 18, Track: State League Events

6:30 PM - 8:30 PM
Youth Delegate Evening at Carnegie Mellon University
Date: Friday, November 18, Track: Youth Delegate Sessions

Saturday

7:00 AM - 4:30 PM
Shuttle Bus Service – Overflow Hotels
Date: Saturday, November 19

7:30 AM - 2:30 PM
Conference Registration
Date: Saturday, November 19

7:30 AM - 8:45 AM
NLC University Board of Advisors Meeting
Date: Saturday, November 19, Track: National League of Cities University

7:30 AM - 9:00 AM
Youth Delegates and Young Elected Officials Networking Breakfast
Date: Saturday, November 19, Track: Youth Delegate Sessions

8:00 AM - 6:00 PM
Corporate & Business Partners Room
Date: Saturday, November 19, Track: Corporate Partners

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conference!

Register Now!

8:00 AM - 9:00 AM

Grant Opportunity to Expand Access to Afterschool and Summer Meal Programs in AL, CA and KS

Date: Saturday, November 19, Track: Youth in the Community

8:00 AM - 9:00 AM

National Black Caucus of Local Elected Officials (NBC-LEO) General Membership Meeting

Date: Saturday, November 19, Track: Constituency Groups

9:00 AM - 10:30 AM

#EngagingYourYouthCitizensViaSocialMedia

Date: Saturday, November 19, Track: 2016 Workshops

9:00 AM - 10:30 AM

Getting Your City Unstuck

Date: Saturday, November 19, Track: 2016 Workshops

9:00 AM - 10:30 AM

How to Prevent a Water Crisis

Date: Saturday, November 19, Track: 2016 Workshops

9:00 AM - 10:30 AM

Passenger Rail: Building Community and Invigorating the Economy

Date: Saturday, November 19, Track: 2016 Workshops

9:00 AM - 10:30 AM

Promoting Economic Development and Public Safety Through Afterschool and Summer Learning Opportunities

Date: Saturday, November 19, Track: 2016 Workshops

9:00 AM - 10:30 AM

REAL Talk: Taking Action on Racial Equity

Date: Saturday, November 19, Track: 2016 Workshops

9:00 AM - 10:30 AM

Youth Delegates Social Media Smarts Workshop

Date: Saturday, November 19, Track: Youth Delegate Sessions

10:30 AM - 12:00 PM

NLC University Leadership Fellows Meeting

Date: Saturday, November 19, Track: National League of Cities University

10:45 AM - 12:15 PM

A Connected City: Engaging a Community in Early Childhood Education

Date: Saturday, November 19, Track: 2016 Workshops

10:45 AM - 12:15 PM

Cities and Drones: What City Leaders Need to Know about Unmanned Aerial Vehicles

Date: Saturday, November 19, Track: 2016 Workshops

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10:45 AM - 12:15 PM
Maker City: How to Support The New Wave of Local Manufacturing
Date: Saturday, November 19, Track: 2016 Workshops

10:45 AM - 12:15 PM
Making Change: Finding Funding for Climate Action
Date: Saturday, November 19, Track: 2016 Workshops

10:45 AM - 12:15 PM
Real Money, Real Power: Participatory Budgeting in the United States
Date: Saturday, November 19, Track: 2016 Workshops

11:00 AM - 11:30 AM
NBC-LEO New Board Orientation Meeting
Date: Saturday, November 19, Track: Constituency Groups

11:00 AM - 12:30 PM
Youth Delegate Session: What's Next in Youth Civic Engagement?
Date: Saturday, November 19, Track: Youth Delegate Sessions

12:30 PM - 2:00 PM
Closing Delegates Luncheon and General Session
Date: Saturday, November 19, Track: 2016 Workshops

2:30 PM - 4:30 PM
Annual Business Meeting
Date: Saturday, November 19, Track: Governance Activities

7:00 PM - 10:00 PM
Host City Closing Event
Date: Saturday, November 19, Track: Social Events



Experience a revitalized Pittsburgh at our revitalized conference!

Register Now!

Photos and map

How do you feel about your deal?

Your reservation is confirmed!

Awesome! You're staying at the Holiday Inn Express East Midlands Airport

Hunter Road, Pegasus Business Park, Derby, GB

<https://www.google.com/maps/place/Hunter+Road,+Pegasus+Business+Park+Derby+GB+++++>

011-44-1509-678000 (tel:011-44-1509-678000)

Gallery

Map

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Add a car to your trip ([https://www.hotwire.com/car/search-options.jsp?inputId=US-](https://www.hotwire.com/car/search-options.jsp?inputId=US-landing&startLocation=Derby%2C%20GB&startDate=11/23/16&endDate=11/24/16&startTime=1200&endTime=1200)[landing&startLocation=Derby%2C%20GB&startDate=11/23/16&endDate=11/24/16&startTime=1200&endTime=1200](https://www.hotwire.com/car/search-options.jsp?inputId=US-landing&startLocation=Derby%2C%20GB&startDate=11/23/16&endDate=11/24/16&startTime=1200&endTime=1200))

Rent a car for as low as \$33.96 per day

Create an account

All your itineraries in one place

Reservation information**Hotwire confirmation**

132580649582, 132580649582-1, 132580649582-2

Hotwire itinerary

6561832096

Check-in

Wed, Nov 23 - 02:00pm

Check-out

Thu, Nov 24 - 12:00pm

Room

3 rooms (2 beds) | 3 adults

+ Add room
Photos and map

Nights

1 night

+ Add night(s)

Primary guest

Guerty Genosier (Must be present upon check-in)

Email

ggenosier@northmiamifl.gov

+ Create a Hotwire account

Amenities

Free Internet, Pet friendly, Fitness center, Restaurant(s), Business center, Internet access

Price summary

Payment

Charged to Visa (7356) on Sep 16, 2016

Room

\$180.00 (\$60.00 per night x 1 night x 3 rooms)

Taxes & fees

\$53.26

Total (USD)

\$233.26

Trip total (USD)

\$233.26

Add a car to your trip

Select

Need to get around?

Policies and restrictions

- Primary guest must be 21 and bring ID.
- Hotels will require a credit card when you check in; debit cards may not be accepted.
- You'll pay the hotel directly for additional charges, like room service or resort fees.
- Your selected bed type is guaranteed.
- Sometimes amenities may be closed for the season or for renovation, though we try to show what's currently available.
- All bookings are final. No refunds or changes.

Photos and map

How do you feel about your deal?

Your reservation is confirmed!

Awesome! You're staying at the Holiday Inn Express East Midlands Airport

Hunter Road, Pegasus Business Park, Derby, GB

(https://www.google.com/maps/place/Hunter+Road,+Pegasus+Business+Park+Derby+GB+++++)

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Gallery

Map

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landing&startLocation=Derby%2C%20GB&startDate=11/24/16&endDate=11/26/16&startTime=1200&endTime=1200)

Rent a car for as low as \$21.23 per day

Create an account

All your itineraries in one place

Reservation information**Hotwire confirmation**

132535234411, 132535234411-1, 132535234411-2, 132535234411-3

Hotwire itinerary

6932347200

Check-in

Thu, Nov 24 - 02:00pm

Check-out

Sat, Nov 26 - 12:00pm

Room

4 rooms (2 beds) | 4 adults

Nights
Photos and map
2 Nights

Primary guest

Stephanie Thomas (Must be present upon check-in)

Email

sthomas@northmiamifl.gov

+ Create a Hotwire account

Amenities

Free Internet, Pet friendly, Fitness center, Restaurant(s), Business center, Internet access

Price summary**Payment**

Charged to Visa (7356) on Sep 14, 2016

Room

\$360.00 (\$45.00 per night x 2 nights x 4 rooms)

Taxes & fees

\$98.17

Total (USD)

\$458.17

Trip total (USD)

\$458.17

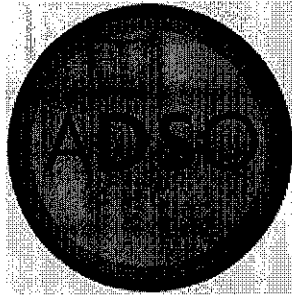
Add a car to your trip

Select

Need to get around?

Policies and restrictions

- Primary guest must be 21 and bring ID.
- Hotels will require a credit card when you check in; debit cards may not be accepted.
- You'll pay the hotel directly for additional charges, like room service or resort fees.
- Your selected bed type is guaranteed.
- Sometimes amenities may be closed for the season or for renovation, though we try to show what's currently available.
- All bookings are final. No refunds or changes.
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Association of Democratic Services Officers

Helping to develop and strengthen governance in local public bodies

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ADSO Job Alert - Committee
Officer, South Downs National
Park Authority
September 13, 2016



Election of board members
September 7, 2016



ADSO Job Alert - Democratic
Services Officer, London
Borough of Merton
September 5, 2016



ADSO Job Alert - Democratic
Services Manager, Test Valley
Borough Council (Temporary,
12 months)
August 25, 2016

Conference 2016

This year's annual conference will be held at the Doubletree Hilton Hotel, Nottingham on Thursday 24 and Friday 25 November. The theme is ***'Spotlight on Governance - your role, your future'*** and will include speakers and discussions on public sector reforms including devolution and the impact on Democratic Services. We are delighted that political satirist Matt Forde will be the speaker at the conference dinner.

We are also pleased to announce our sponsors for the Conference, ModernGov our main sponsor and Nuway Audio and Link Services Support.

Bookings are now open and, as usual, the Early Bird offer will run until 31st August. The costs



ADSO Job Alert – Electoral
Registration and Services
Manager, LB Brent
August 25, 2016

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RT @BCE2018: We've had over 1000 responses to
the #2018boundaryreview initial proposals
consultation already - have your say too <https://t...>
...
about 5 days ago

Reply Retweet Favorite

RT @eCasework: Only 2 days left to join our
mobile testing group. Want to process

include attendance on both days and the
conference dinner and awards evening and are
as follows:

**£220 + VAT – for ADSO Members booking
before 1st September 2016**

**£265 + VAT – for non ADSO Members or those
booking after 1st September**

**£120 + VAT – for learners who will receive their
qualification certificate at the conference**

We are currently developing the programme
and you will find the latest version here. Please
complete the booking form below to reserve
your place.

There are rooms available at the venue and we
have negotiated a special conference rate of
£85.00 for bed and breakfast and a single
occupancy room for the night of 24th
November. You can make your booking here –
please use group code GADSOA.

Other hotels in the vicinity are:

- Premier Inn Nottingham West, The Phoenix
Centre, Millennium Way West, Nottingham
NG8 6AS Phone: 0871 527 8856
- The Nottingham Belfry, Mellors Way, Off
Woodhouse Way, Nottingham, NG8 6PY
Phone: 0115 973 9393
- Hilton Nottingham, Milton Street,
Nottingham, NG1 3PZ. Phone: 0115
9349700

ADSO Conference Booking 2016

Fields marked with a * are required

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**City of North Miami, Florida
TRAVEL REQUEST**

Doc 308604

Date: **October 14, 2016**

Name of Traveler: **Cheryl Scott**

Department: **Office of the City Clerk**

Destination: **Nottingham, UK**

Mode of Transportation: **Air**
(If least expensive mode not chosen, provide justification below)

Dates of City Travel: From: **November 22, 2016**

To: **November 27, 2016**

Purpose of Trip: **IIMC Conference – Association of Democratic Service Officers Annual Conference November 24 - 25**

ESTIMATED COST		Will vacation be combined with trip? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Registration –	423.55	Attach written documentation supporting this travel
Transportation	911.12	Information on trip attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Meals	\$515.00	Travel was included in budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Lodging	192.29	*(Explain answer no)
Other – Local Transportation	\$.00	
Rental Car	.00	
Total Costs	\$2,041.96	
Less Prepaid Expenses		
Advance to Traveler	\$	
		Signature <u>Cheryl E Scott</u>
		Traveler

Meal Detail

Date	11/22/2016	11/23/2016	11/24/2016	11/25/2016	11/26/2016	11/27/2016		
Breakfast 15%		\$15.45	\$15.45	\$15.45	\$15.45	\$15.45		\$77.25
Lunch – 30%		\$30.90	\$30.90	\$30.90	\$30.90	\$30.90		\$154.45 92.70
Dinner – 55%	\$56.65	\$56.65		\$56.65	\$56.65	\$56.65		\$283.25
Total	\$56.65	\$103.00	\$46.35	\$103.00	\$103.00	\$103.00		\$515.00 453.20

COMMENTS
Per diem \$103 per day

Account No. **001-03-407001-512-305-000**

Voucher No: _____ Date: _____

APPROVED	
DEPARTMENT HEAD	10/19/16 DATE
RISK MANAGEMENT ADMINISTRATOR	11/2/16 DATE
BUDGET DIRECTOR	10/20/16 DATE
CITY MANAGER	DATE

Thomas, Stephanie

From: ConfirmationTapPortugal@etkt.flytap.com
Sent: Wednesday, September 14, 2016 8:17 PM
To: Thomas, Stephanie
Subject: SCOTT/CHERYLMRS 22NOV MIA LIS



This document is automatically generated.

ELECTRONIC TICKET PASSENGER ITINERARY RECEIPT

TAP CALL CENTER U.S.A DATE: 14 SEP 2016
ED 27 S. 7 LISBON AGENT: 3043
 NAME: SCOTT/CHERYLMRS

NEWARK
IATA : 319 91072
TELEPHONE: 1800 221 73 70

ISSUING AIRLINE : TAP PORTUGAL
TICKET NUMBER : ETKT 047 2163506065

BOOKING REF : AMADEUS: 4BK97Q, AIRLINE: 1A/4BK97Q
BOOKING REF : AMADEUS: 4BK97Q, AIRLINE: TP/4BK97Q

FROM /TO	FLIGHT	CL	DATE	DEP	FARE BASIS	NVB	NVA	BAG ST
MIAMI MIAMI INT	TP 228	E	22NOV	1710	ELXPROM			1PC OK
LISBON AIRPORT				ARRIVAL TIME: 0615				ARRIVAL DATE: 23NOV
TERMINAL:1				LATEST CHECK-IN:1540				
LISBON AIRPORT	TP 352	E	23NOV	0950	ELXPROM			1PC OK
TERMINAL:1								
LONDON HEATHROW				ARRIVAL TIME: 1240				ARRIVAL DATE: 23NOV
TERMINAL:2				LATEST CHECK-IN:0735				
LONDON HEATHROW	TP 369	U	26NOV	1955	ULWPROM			1PC OK
TERMINAL:2								
LISBON AIRPORT				ARRIVAL TIME: 2235				ARRIVAL DATE: 26NOV
TERMINAL:1				LATEST CHECK-IN:1825				
LISBON AIRPORT	TP 229	U	27NOV	1100	ULWPROM			1PC OK
TERMINAL:1								
MIAMI MIAMI INT				ARRIVAL TIME: 1530				ARRIVAL DATE: 27NOV
				LATEST CHECK-IN:1000				

AT CHECK-IN, PLEASE SHOW A PICTURE IDENTIFICATION AND THE DOCUMENT YOU GAVE
FOR REFERENCE AT RESERVATION TIME

BAGGAGE POLICY
MIALHR

1ST CHECKED BAG: FREE OF CHARGE UPTO50LB 23KG AND62LI 158LCM
 2ND CHECKED BAG: 90.00USD UPTO50LB 23KG AND62LI 158LCM
 LHRMIA
 1ST CHECKED BAG: FREE OF CHARGE UPTO50LB 23KG AND62LI 158LCM
 2ND CHECKED BAG: 90.00USD UPTO50LB 23KG AND62LI 158LCM
 CARRY-ON BAG:
 MIALIS: MAX 1PC FREE OF CHARGE STROLLER OR PUSHCHAIR
 LISLHR: MAX 1PC FREE OF CHARGE STROLLER OR PUSHCHAIR
 LHRLIS: MAX 1PC FREE OF CHARGE STROLLER OR PUSHCHAIR
 LISMIA: MAX 1PC FREE OF CHARGE STROLLER OR PUSHCHAIR

LB = WEIGHT IN POUNDS, KG = WEIGHT IN KILOS,
 LI = LINEAR INCHES, LCM = LINEAR CENTIMETERS,
 MAX = MAXIMUM ALLOWED, PC = NUMBER OF PIECES

BAGGAGE ALLOWANCE AND CHARGES ARE PROVIDED FOR INFORMATION ONLY.
 ADDITIONAL DISCOUNTS MAY APPLY DEPENDING ON ADVANCE PURCHASE OR
 FLYER-SPECIFIC FACTORS (E.G. FREQUENT FLYER STATUS, MILITARY,
 CREDIT CARD USED FOR PURCHASE, EARLY PURCHASE OVER THE INTERNET, ETC.)

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.
 CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

ENDORSEMENTS : CHNG PENFARE RESTR APPLY -BG TP
 PAYMENT : WB

FARE CALCULATION : MIA TP X/LIS TP LON50.00TP X/LIS
 TPMIA100.00NUC150.00END ROE1.000000 XF EWR4.50

AIR FARE	:	USD	150.00				
TAXES AND AIRLINE	:	USD	516.00YQ	USD	5.50YC	USD	35.60US
IMPOSED FEES		USD	3.96XA	USD	7.00XY	USD	5.60AY
		USD	16.20PT	USD	30.15YP	USD	97.00GB
		USD	39.61UB	USD	4.50XF		
TOTAL	:	USD	911.12				

THE CARRIAGE OF CERTAIN HAZARDOUS MATERIALS, LIKE AEROSOLS, FIREWORKS, AND
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 PASSENGER ANOTHER DOCUMENT COMPLYING WITH THE REQUIREMENTS OF ARTICLE 3.

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 COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE ARE ADVISED THAT INTERNATIONAL
 TREATIES KNOWN AS THE MONTREAL CONVENTION, OR ITS PREDECESSOR, THE WARSAW
 CONVENTION, INCLUDING ITS AMENDMENTS (THE WARSAW CONVENTION SYSTEM), MAY APPLY
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 LIABILITY OF AIR CARRIERS FOR DEATH OR BODILY INJURY OR LOSS OF OR DAMAGE TO
 BAGGAGE, AND FOR DELAY.

<http://www.flytap.com/sitePointer.php?id=6103&language=en&market=pt>

Photos and map

How do you feel about your deal?

Your reservation is confirmed!**Awesome! You're staying at the Holiday Inn Express East Midlands Airport**

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(https://www.google.com/maps/place/Hunter+Road,+Pegasus+Business+Park+Derby+GB+++++)

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landing&startLocation=Derby%2C%20GB&startDate=11/23/16&endDate=11/24/16&startTime=1200&endTime=1200)

Rent a car for as low as \$33.96 per day

Create an account

All your itineraries in one place

Reservation information**Hotwire confirmation**

132580649582, 132580649582-1, 132580649582-2

Hotwire itinerary

6561832096

Check-in

Wed, Nov 23 - 02:00pm

Check-out

Thu, Nov 24 - 12:00pm

Room

3 rooms (2 beds) | 3 adults

Photos and map

How do you feel about your deal?

Your reservation is confirmed!

Awesome! You're staying at the Holiday Inn Express East Midlands Airport

Hunter Road, Pegasus Business Park, Derby, GB

(https://www.google.com/maps/place/Hunter+Road,+Pegasus+Business+Park+Derby+GB+++++)

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Rent a car for as low as \$21.23 per day

Create an account

All your itineraries in one place

Reservation information**Hotwire confirmation**

132535234411, 132535234411-1, 132535234411-2, 132535234411-3

Hotwire itinerary

6932347200

Check-in

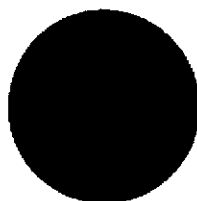
Thu, Nov 24 - 02:00pm

Check-out

Sat, Nov 26 - 12:00pm

Room

4 rooms (2 beds) | 4 adults



The Association of Democratic Services Officers

VAT Registered Office:
Association of Democratic Services Officers, ADSO
Accounts, Lupton Wood and Partners, Barrington
House, North Cadbury, Somerset BA22 7DB

Vat Registration No. 985 7655 49

INVOICE

Invoice Number: **01893**

Monday, 19th September 2016

Your Ref:

Please telephone 0191 561 1144
if you have any enquiries or
questions about this invoice.

City of North Miami, USA
776 NE 125 Street
North Miami
Florida
33161
USA

Description	Name	Net Value	VAT	Amount Due
ADSO Conference 2016 fee for Non ADSO Member or member booking after 1st September	Guerty Genosier	£265.00	£0.00	£265.00
ADSO Conference 2016 fee for Non ADSO Member or member booking after 1st September	Stephanie Thomas	£265.00	£0.00	£265.00
ADSO Conference 2016 fee for Non ADSO Member or member booking after 1st September	Rafael Pedron	£265.00	£0.00	£265.00
ADSO Conference 2016 fee for Non ADSO Member or member booking after 1st September	Cheryl Scott	£265.00	£0.00	£265.00
Total Amount Due:		£1,060.00	£0.00	£1,060.00

**Address for Cheques,
Remittance Advice and
Purchase Orders**

ADSO Bookings
Electoral Services (Room 3.17)
Chief Executive's Department
Sunderland City Council
Civic Centre
Sunderland
SR2 7DN

elections@sunderland.gov.uk

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please make Cheques payable to:

**"The Association of Democratic
Services Officers"**

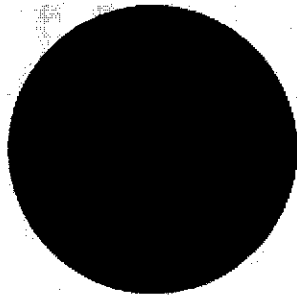
If Paying by BACS,

Please ensure your payment is sent to:

The Association of Democratic Services Officers

Bank Sort Code: **20-02-25**
Bank Account No: **23545903**
Bank Name: **Barclays
5 High Street
Andover
Hampshire
SP10 1LN**

Payment due within 30 days of this invoice (pay by Wednesday, 19th October 2016)



Association of Democratic Services Officers

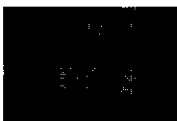
Helping to develop and strengthen governance in local public bodies

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ADSO Job Alert – Committee
Officer, South Downs National
Park Authority
September 13, 2016



Election of board members
September 7, 2016



ADSO Job Alert – Democratic
Services Officer, London
Borough of Merton
September 5, 2016



ADSO Job Alert – Democratic
Services Manager, Test Valley
Borough Council (Temporary,
12 months)
August 25, 2016

Conference 2016

This year's annual conference will be held at the Doubletree Hilton Hotel, Nottingham on Thursday 24 and Friday 25 November. The theme is ***'Spotlight on Governance – your role, your future'*** and will include speakers and discussions on public sector reforms including devolution and the impact on Democratic Services. We are delighted that political satirist Matt Forde will be the speaker at the conference dinner.

We are also pleased to announce our sponsors for the Conference, ModernGov our main sponsor and Nuway Audio and Link Services Support.

Bookings are now open and, as usual, the Early Bird offer will run until 31st August. The costs



ABOUT US EDUCATION MEMBERSHIP CONFERENCE I'M SEARCHING FOR...

Event Details

Association of Democratic Service Officers
(ADSO) Annual Conference

Thursday, November 24
Association of Democratic Service Officers (ADSO) Annual Conference will be held at the Doubletree Hilton Hotel, Nottingham on Thursday 24 and Friday 25 November 2016.

Date:	November 24, 2016 - November 25, 2016
Time:	All Day
Time Details:	The theme is 'Spotlight on Governance – your role, your future'
Location:	Doubletree Hilton Hotel Nuthall Rd, Nottingham NG8 6AZ, United Kingdom
Cost:	£220 + VAT -- for ADSO Members booking before 1st September 2016. Bookings will open on Monday 4th Ju
Link:	More Information and Registration (http://www.adso.co.uk/?page_id=2723)

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Association of
Democratic Services
Officers

ANNUAL CONFERENCE

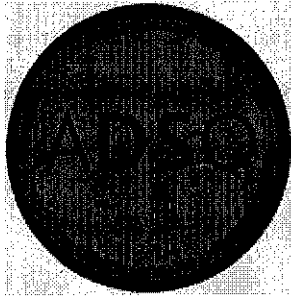
Doubletree Hilton, Nottingham: 24th & 25th November 2016

PROGRAMME

SPOTLIGHT ON GOVERNANCE: your role, your future

Content – Day 1	
11.00	Arrival and registration
11.30	Welcome and introductions
11.40	Key note speaker: Diana Melville, CIPFA – invited
12.30	LUNCH
1.30	Sponsors introduction
1.40	Workshops <ul style="list-style-type: none">• Outcomes of Kirklees Governance review - Carl Whistlecraft - invited• Future role of the Councillor, Professor Colin Copus from the Councillors Commission• Leadership through change – Kathy Denton, Executive Coaching• How good governance impacts on frontline services – James McLaughlin, Rotherham
2.50	TEA
3.10	Facilitated discussions <i>Suggestions so far:</i> <ul style="list-style-type: none">• What are the core skills of a governance officer in the emerging Public Sector• Using technology to improve democratic processes• Implications of homeworking for DS and officer member relationships• Outsourcing, management buy-outs or other models of delivering democratic services (or elements of the service)• The 21st century Members Desk (covering support for members in its broadest sense)• Undertaking effective scrutiny with no dedicated officer support• Building resilience for Democratic Services• Running an effective Youth Council (LB Barnet)• Personal safety training for Councillors
4.20	AGM
5.00	Conference close
7.00pm	Drinks reception
8.00pm	Conference dinner and Awards ceremony Jackie Morris, Sheriff of Nottingham Matt Forde, political satirist

	Content – Day 2
9.15	Arrival and coffee
9.45	Welcome and overview of day <i>Selected themes and challenges to run through the day</i>
10.00	Keynote speaker – Professor Tony Bovaird Public Sector reforms and engagements with our citizens
10.45	Panel discussion – chaired by Dave Burn, Vice Chair ADSO Professor Tony Bovaird John Austin, Chair of ADSO Cllr Graham Chapman, Deputy Leader of Nottingham City Council Anthony Zacherzewski - DemSoc
11.45	COFFEE
12.00	Facilitated discussion sessions (<i>picking up themes from keynote and Panel</i>)
1.00	LUNCH
2.00	Workshop sessions (<i>linked to themes of the day</i>) <ul style="list-style-type: none"> • Skills for public sector reform – Rachel North, West Sussex CC • Ideas for Income generation – Daniel Peters, Hemming Group • Devolution – Cambridge CC & Suffolk CC invited • TBC
3.00	Feedback from facilitated discussion sessions
3.30	Conference close



Association of Democratic Services Officers

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ADSO Job Alert – Electoral
Registration and Services
Manager, LB Brent
August 25, 2016

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byelections - everyballotbox.co.uk
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the #2018boundaryreview initial proposals
consultation already - have your say too <https://t...>
...
about 5 days ago

Reply Retweet Favorite

RT @eCasework: Only 2 days left to join our
mobile testing group. Want to process

include attendance on both days and the
conference dinner and awards evening and are
as follows:

**£220 + VAT – for ADSO Members booking
before 1st September 2016**

**£265 + VAT – for non ADSO Members or those
booking after 1st September**

**£120 + VAT – for learners who will receive their
qualification certificate at the conference**

We are currently developing the programme
and you will find the latest version here. Please
complete the booking form below to reserve
your place.

There are rooms available at the venue and we
have negotiated a special conference rate of
£85.00 for bed and breakfast and a single
occupancy room for the night of 24th
November. You can make your booking here –
please use group code GADSOA.

Other hotels in the vicinity are:

- Premier Inn Nottingham West, The Phoenix
Centre, Millennium Way West, Nottingham
NG8 6AS Phone: 0871 527 8856
- The Nottingham Belfry, Mellors Way, Off
Woodhouse Way, Nottingham, NG8 6PY
Phone: 0115 973 9393
- Hilton Nottingham, Milton Street,
Nottingham, NG1 3PZ. Phone: 0115
9349700

ADSO Conference Booking 2016

Fields marked with a * are required