

**RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FLORENCE, ALABAMA** as follows:

That the following advancement and/or reimbursement of travel expenses be approved:

<b><u>EMPLOYEE</u></b>	<b><u>DESCRIPTION OF TRAVEL</u></b>	<b><u>ADVANCED EXPENSE</u></b>
Daniel Earwood	Huntsville Police Academy-Huntsville	\$225.00
John Meza	FBI LEEDA Training	\$1,579.15
Craig Blasingame	FBI-LEEDA-Command Leadership	\$865.99
William Jangaard	HAZMAT/MMD Tech Class-Dothan	1,242.37
Mike Holt	AL Assoc. of COP Conf.-Huntsville	557.90

**ADOPTED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CITY COUNCIL**

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
**MAYOR**

**ADOPTED & APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
**CITY CLERK**



**TRAVEL VOUCHER REQUISITION**

DATE: 12/16/2024

VOUCHER NO. POL - 25-00012

CHECK ONE:

- 1) ADVANCE EXPENSE REQUEST
- 2) REIMBURSEMENT REQUEST
- 3) PRE-PAID EXPENSES (registration, airline, etc.)
- 4) PURCHASE CARD REQUEST

AMOUNT REQUESTED \$ 225.00  
 CHARGE TO ACCT. NO. 283-42100

Authorization is requested to advance the amount of: \$ \_\_\_\_\_ 1) to employee  
**OR** approve the amount of: \$ 225.00 2) to employee for reimbursement  
**OR** to disburse the amount of: \$ \_\_\_\_\_ 3) for registration, airline ticket, etc.  
**OR** approve the amount of: \$ \_\_\_\_\_ 4) for purchase card

To Daniel Earwood as travel expense for the following purpose: \_\_\_\_\_  
For registration for Daniel Earwood to attend the Body Language for Law Enforcement  
training at the Huntsville Police Academy in Huntsville, Alabama  
 on the dates of December 9, 2024.

SIGNED: Daniel Earwood by [Signature]  
 PERSON AUTHORIZED TO MAKE TRIP

**APPROVAL**

DEPT. HEAD [Signature]  
 MAYOR \_\_\_\_\_

COUNCIL MEMBER \_\_\_\_\_  
 COUNCIL MEMBER \_\_\_\_\_  
**OR**  
 RESOLUTION ADOPTED ON \_\_\_\_\_

**ESTIMATED TRIP EXPENSES**

	Regular Expenses	Expenses paid w/ Purchase Card
Gasoline		
Registration Fee	<u>225.00</u>	
_____ Miles @ rate approved by the IRS		
Airline Ticket(s)		
Lodging		
Meals and Tips		
Taxi Fares		
Miscellaneous: _____		
TOTAL COST OF TRIP	<u>225.00</u>	
Total Advanced		
Less Cost of Trip		
Rebate Due City or Balance Due Employee		

I hereby certify that the above amount(s) are true and correct.

SIGNED: \_\_\_\_\_  
 PERSON AUTHORIZED TO MAKE TRIP

**NOTE:** ALL ADVANCES MUST BE APPROVED BY CITY COUNCIL RESOLUTION PRIOR TO BEING ISSUED. ADVANCEMENT VOUCHERS SHOULD BE SUBMITTED TO THE MAYORS OFFICE NO LATER THAN NOON, THURSDAY, PRIOR TO THE COUNCIL MEETING. REIMBURSEMENT REQUEST VOUCHERS ARE TO BE APPROVED BEFORE THE TRIP IS MADE. RECIEPTS ARE REQUIRED FOR ALL REIMBURSEMENT AND MUST BE TURNED IN TO THE APPROPRIATE ACCOUNTING DEPARTMENT WITHIN FIVE (5) WORKING DAYS OF RETURNING FROM THE TRIP. FAILURE TO COMPLY WITH THIS POLICY MAY RESULT IN THE EMPLOYEE BEARING THE COST OF THE TRIP.



# Body Language for Law Enforcement

Attend the ultimate course in understanding and analyzing body language. In this comprehensive training led by instructor Sean Grogan, you will gain invaluable insights into the subtle movements and non-verbal cues that you may be missing when speaking with people. The course dispels body language myths and provides an in-depth analysis of non-verbal behavior. The skills you will learn will enhance your ability to communicate with the public and effectively interview.

Throughout the course, Sean Grogan dives deep into the world of nonverbal behavior. You will learn detailed movements within 4 regions of the body and non-verbal vocal changes that often manifest during interviews. You will be presented with scientific research related to facial expressions and other non-verbal communication. By acquiring this knowledge, you will no longer have to rely solely on vague "gut feelings" but instead possess concrete observational skills you can articulate to yourself and others.

Sean Grogan is a former special investigation detective, canine handler, and gang investigator. Grogan received extensive training in Europe on non-verbal communication, holds a trainer's certification from the Body Language Institute, and worked as a mentor for Joe Navarro's Body Language Academy. He is also the esteemed author of the book *Beware the Body*.

Articulate Non-verbal Behaviors  
Understand Body Language Myths  
Recognize Types of Body Language Movements  
Identify Non-verbal Vocal Changes  
Understand Facial Expression Research  
Develop knowledge of the concepts of Isopraxism & Proxemics  
Learn how to use Non-verbal Communication in Interviews

Huntsville Police Academy

5365 Triana Blvd

Huntsville, AL 35805

December 9, 2024

9am local time

\$225 per student

Register at:

[WWW.ONEFACETRAINING.COM](http://WWW.ONEFACETRAINING.COM)





**TRAVEL VOUCHER REQUISITION**

DATE: 12/16/2024

VOUCHER NO. POL - 25-00011

CHECK ONE:

- 1) ADVANCE EXPENSE REQUEST
- 2) REIMBURSEMENT REQUEST
- 3) PRE-PAID EXPENSES (registration, airline, etc.)
- 4) PURCHASE CARD REQUEST

AMOUNT REQUESTED \$ 1,579.15

CHARGE TO ACCT. NO. 283-42100

Authorization is requested to advance the amount of: \$ \_\_\_\_\_ 1) to employee  
**OR** approve the amount of: \$ 1,579.15 2) to employee for reimbursement  
**OR** to disburse the amount of: \$ \_\_\_\_\_ 3) for registration, airline ticket, etc.  
**OR** approve the amount of: \$ \_\_\_\_\_ 4) for purchase card

To Josh Meza as travel expense for the following purpose: \_\_\_\_\_

For registration, lodging and meals for Josh Meza to attend the FBI LEEDA Master Public Relations training in Chattanooga, Tennessee

on the dates of December 2 - 6, 2024.

SIGNED: [Signature]  
PERSON AUTHORIZED TO MAKE TRIP

**APPROVAL**

DEPT. HEAD [Signature]  
 MAYOR \_\_\_\_\_

COUNCIL MEMBER \_\_\_\_\_  
 COUNCIL MEMBER \_\_\_\_\_  
**OR**  
 RESOLUTION ADOPTED ON \_\_\_\_\_

**ESTIMATED TRIP EXPENSES**

	Regular Expenses	Expenses paid w/ Purchase Card
Gasoline		
Registration Fee	<u>795.00</u>	
_____ Miles @ rate approved by the IRS		
Airline Ticket(s)		
Lodging	<u>594.28</u>	
Meals and Tips	<u>189.87</u>	
Taxi Fares		
Miscellaneous: _____		
TOTAL COST OF TRIP	<u>1,579.15</u>	
Total Advanced		
Less Cost of Trip		
Rebate Due City or Balance Due Employee		

I hereby certify that the above amount(s) are true and correct.

SIGNED: \_\_\_\_\_  
PERSON AUTHORIZED TO MAKE TRIP

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FBI-LEEDA

# Invoice

Date	Invoice #
11/4/2024	200115163

Bill To
Joshua Meza Florence Police Department 702 S Seminary Street Florence, AL 35630 United States

Ship To
Joshua Meza Florence Police Department 702 S Seminary Street Florence, 35630 United States

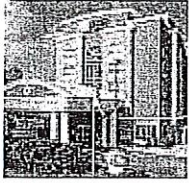
PO Number	Terms	Due Date
	Due on receipt	11/4/2024

Date	Qty	Description	Price	Totals
11/4/2024	1	MPO - Chattanooga, TN 12/2024	\$795.00	\$795.00
			<b>Sub-Total</b>	\$795.00
			<b>Total</b>	\$795.00

## Payments/Refunds

Date	Qty	Description	Price	Totals
11/30/2024	1	Payment via Credit Card (using card xxxxxxxxxxxx6905) Applied to invoice on 11/30/2024 10:48:36 PM	(\$795.00)	(\$795.00)
			<b>Total Payments/Refunds</b>	(\$795.00)
			<b>Balance Due</b>	\$0.00

Please make check payable to FBI-LEEDA  
Remit to:  
FBI-LEEDA  
5 Great Valley Parkway, Suite 359  
Malvern, PA 19355



## Holiday Inn Express Hotel & Suites Chattanooga Downtown, an IHG Hotel

Address: 440 West Martin Luther King Boulevard,  
Chattanooga, TN 37402, United States of America  
Phone: +1 423 664 4321  
GPS Coordinates: N 035° 2.860, W 85° 19.043

CHECK-IN	CHECK-OUT	ROOMS	NIGHTS
<b>1</b> DECEMBER Sunday ☉ from 16:00	<b>6</b> DECEMBER Friday ☉ until 11:00	<b>1</b>	<b>5</b>

### PRICE

1 room  
17.25 % TAX

### Price

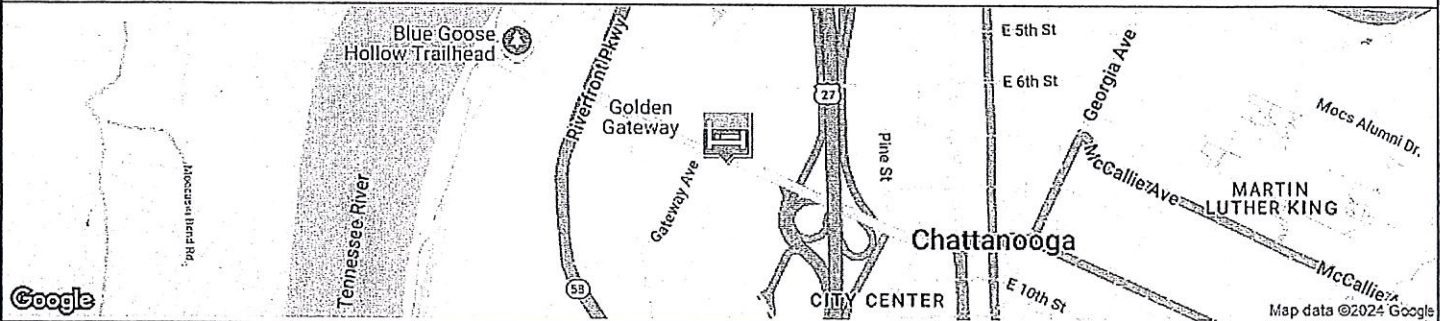
(for 1 guest)

\$506.85  
\$87.43

**\$594.28**

### Additional Info

Note that additional supplements (e.g. an extra bed) aren't added in this total.  
If you don't show up or cancel, applicable taxes may still be charged by the property.  
Remember to read the **Important info** below – it could contain important details not mentioned here.



### Standard Room

Guest name: Joshua Meza / for 2 Adults, 1 child (up to 17 years of age)  
Meal plan:  
Breakfast is included in the final price

Private Bathroom • TV • Iron • Carpeted • Upper floors accessible by elevator  
Bed Size(s): 1 full bed (52-59 inches wide)

**Cancellation policy:**  
If you cancel after reservation, the cancellation fee will be the cost of the first night. If you don't show up, the no-show fee will be the same as the cancellation fee.  
**Refund schedule:** You'll get a \$485.24 refund if you cancel this booking.

### Important Information

Guests are required to show a photo ID and credit card upon check-in.  
Please note that all Special Requests are subject to availability and additional charges may apply.

### Hotel Policies

- Guest parking**
- Free private parking is possible on site (reservation is needed).
  - WiFi is available in all areas and is free of charge.

### Special Requests

"Approximate time of arrival: between 20:00 and 21:00"



**Joshua Meza**

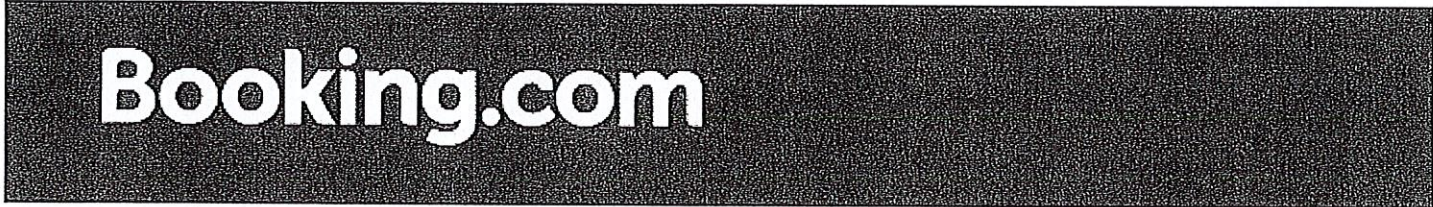
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**From:** Joshua Meza <jdmeza45@gmail.com>  
**Sent:** Monday, December 9, 2024 1:53 PM  
**To:** Joshua Meza  
**Subject:** Fwd: This is your receipt

**Caution:** This is an external email from outside of the City of Florence Organization. Please take care when interacting with this email. If you are in doubt please contact the IT Department.

----- Forwarded message -----

**From:** Booking.com <noreply-payments@booking.com>  
**Date:** Mon, Nov 18, 2024 at 10:52  
**Subject:** This is your receipt  
**To:** <jdmeza45@gmail.com>



**This is your receipt**

**Your details**

Name	Joshua Meza
Email	<a href="mailto:jdmeza45@gmail.com">jdmeza45@gmail.com</a>
Date	Nov 18, 2024

**Booking details**

Booking number	4822060433
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Property name                      Holiday Inn Express Hotel & Suites Chattanooga  
Downtown, an IHG Hotel

Property address                      440 West Martin Luther King Boulevard  
Chattanooga (Tennessee), United States of  
America  
TN 37402

Check-in                                      Sunday, December 1, 2024

Check-out                                      Friday, December 6, 2024

**Amount paid on Nov 18,  
2024**

**US\$594.28**

Your receipt is automatically generated  
This is proof of your transaction – you can't use it to claim VAT.  
Note: This isn't an invoice  
A valid invoice for tax purposes can only be issued by the property

## **Booking.com**

Oosterdokskade 163  
1011 DL Amsterdam  
The Netherlands

Copyright © 1996–2024 Booking.com. All rights reserved.

When communicating with your booked accommodations through Booking.com, you're agreeing to the processing of the communications as set out in our [Privacy Policy](#).





**TRAVEL VOUCHER REQUISITION**

DATE: 12/18/2024

VOUCHER NO. POL - 25-00013

CHECK ONE:

- 1) ADVANCE EXPENSE REQUEST
- 2) REIMBURSEMENT REQUEST
- 3) PRE-PAID EXPENSES (registration, airline, etc.)
- 4) PURCHASE CARD REQUEST

AMOUNT REQUESTED \$ 865.99  
 CHARGE TO ACCT. NO. 283-42100

Authorization is requested to advance the amount of: \$ 70.99 1) to employee  
 OR approve the amount of: \$ \_\_\_\_\_ 2) to employee for reimbursement  
 OR to disburse the amount of: \$ \_\_\_\_\_ 3) for registration, airline ticket, etc.  
 OR approve the amount of: \$ 795.00 4) for purchase card

To Craig Blasingame as travel expense for the following purpose: \_\_\_\_\_

For registration and meals for Craig Blasingame to attend the FBI LEEDA Command Leadership Institute in Huntsville, Alabama

on the dates of October 21 - 25, 2024.

SIGNED: Craig Blasingame by JF  
PERSON AUTHORIZED TO MAKE TRIP

**APPROVAL**

DEPT. HEAD   
 MAYOR \_\_\_\_\_

COUNCIL MEMBER \_\_\_\_\_  
 COUNCIL MEMBER \_\_\_\_\_  
 OR  
 RESOLUTION ADOPTED ON \_\_\_\_\_

**ESTIMATED TRIP EXPENSES**

	Regular Expenses	Expenses paid w/ Purchase Card
Gasoline	_____	_____
Registration Fee	_____	795.00
_____ Miles @ rate approved by the IRS	_____	_____
Airline Ticket(s)	_____	_____
Lodging	70.99	_____
Meals and Tips	_____	_____
Taxi Fares	_____	_____
Miscellaneous: _____	_____	_____
_____	_____	_____
TOTAL COST OF TRIP	<u>70.99</u>	<u>795.00</u>
Total Advanced	_____	_____
Less Cost of Trip	_____	_____
Rebate Due City or Balance Due Employee	_____	_____

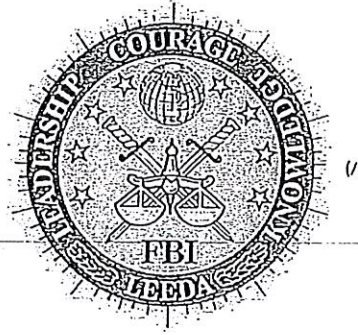
I hereby certify that the above amount(s) are true and correct.

SIGNED: \_\_\_\_\_  
PERSON AUTHORIZED TO MAKE TRIP

**NOTE:** ALL ADVANCES MUST BE APPROVED BY CITY COUNCIL RESOLUTION PRIOR TO BEING ISSUED. ADVANCEMENT VOUCHERS SHOULD BE SUBMITTED TO THE MAYORS OFFICE NO LATER THAN NOON, THURSDAY, PRIOR TO THE COUNCIL MEETING. REIMBURSEMENT REQUEST VOCUCHERS ARE TO BE APPROVED BEFORE THE TRIP IS MADE. RECIEPTS ARE REQUIRED FOR ALL REIMBURSEMENT AND MUST BE TURNED IN TO THE APPROPRIATE ACCOUNTING DEPARTMENT WITHIN FIVE (5) WORKING DAYS OF RETURNING FROM THE TRIP. FAILURE TO COMPLY WITH THIS POLICY MAY RESULT IN THE EMPLOYEE BEARING THE COST OF THE TRIP.

Enter search criteria

Q



MENU

# CLI - Huntsville, AL 10/2024

[Register](#) [Map this Event](#) [Tell a Friend \(/members/send.asp?event=1698096\)](#)



10/21/2024 to 10/25/2024

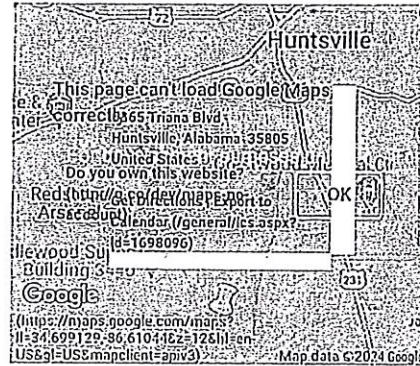
**When:** Monday, October 21, 2024  
8:30 AM

**Where:** [Map this event](#)  
5365 Triana Blvd  
Huntsville, Alabama 35805  
United States

**Contact:** Lieutenant Tesla Hughes  
tesla.hughes@huntsvilleal.gov (mailto:tesla.hughes@huntsvilleal.gov)  
256-746-4409

## Register

Online registration is available until: 10/21/2024



[Go to Upcoming Event List \(/events/event\\_list.asp\)](#)

The Command Leadership Institute (CLI) is part two of the three-step leadership series that makes up the FBI-LEEDA Trilogy. The CLI is a dynamic and challenging program uniquely designed to prepare law enforcement leaders for command level positions.

The Command Leadership Institute provides real-life, contemporary, best-practice strategies and techniques for those who are already commanders or are aspiring to a command level assignment. CLI faculty members are passionate instructors who have executive level law enforcement and leadership experience.

CLI students will be engaged in such topics as: credibility, command discipline, liability, problem employees, and leading change within an organization. The Command Leadership Institute is student-centered with a high degree of student involvement.

The cost of the Command Leadership Institute is \$795.

FBI-LEEDA will send you a tuition invoice six-weeks prior to the start date of the class. To make special payment arrangements prior to being invoiced please email Finance at [finance@fbileeda.org](mailto:finance@fbileeda.org) (mailto:finance@fbileeda.org).

- The registration fee includes the cost of the training and course materials; the fee does not include meals or travel expenses.
- Sworn and professional law enforcement staff are welcome to all FBI-LEEDA classes. You do not have to be a member to attend a class.
- Each student must register for classes under their own Username and Account.
- There are no prerequisites for this course; Trilogy courses can be taken in any order.
- A workbook will be provided; laptop is optional.
- Dress is business casual.
- This course is 28 contact hours.

For further information regarding this or any other FBI-LEEDA class, please contact FBI-LEEDA at 1-877-772-7712

Cancellation Policy: FBI-LEEDA, Inc. makes every attempt to complete all of our scheduled courses, however, we may have to postpone or cancel any course because of insufficient paid enrollment, host agency request, or for any unforeseen circumstance, such as weather or illness. If FBI-LEEDA postpones or cancels a course, the student will have the option of enrolling in another course or be refunded the course registration fees in full. Re-enrollment must be done within 30 days from date of cancellation or a refund will be issued. FBI-LEEDA is not responsible for any travel costs or fees incurred by the student for any cancelled or postponed course. A student may request to be withdrawn from any course by emailing the finance department at [finance@fbileeda.org](mailto:finance@fbileeda.org) (mailto:finance@fbileeda.org) at least two business days prior to the start of the course. A \$75 cancellation fee will be applied to refunds for student-initiated cancellations. Refunds will not be issued for no-shows. All registration fees must be paid in full prior to the start of the course.

FBI-Law Enforcement Executive Development Association is a private non-profit organization and is not part of the Federal Bureau of Investigation or acting on its behalf.

## Contact Us

Phone: 1-877-772-7712 or 484-321-7821

Fax: 610-644-3193

Email: [info@fbileeda.org](mailto:info@fbileeda.org)

## Quick Links

Home

Registration

FAQ

Privacy Policy

Terms of Service

Contact Us

Facebook

Twitter

LinkedIn

Instagram

YouTube

Google+

(<https://www.instagram.com/fbileeda/>)





**TRAVEL VOUCHER REQUISITION**

DATE: December 19, 2024

VOUCHER NO. **FIR** - **000039**

CHECK ONE:

- 1) ADVANCE EXPENSE REQUEST
- 2) REIMBURSEMENT REQUEST
- 3) PRE-PAID EXPENSES (registration, airline, etc.)
- 4) PURCHASE CARD REQUEST

AMOUNT REQUESTED \$1,242.37  
 CHARGE TO ACCT. NO. 42200-283

Authorization is requested to advance the amount of: \$ \_\_\_\_\_ 1) to employee  
 OR approve the amount of: \$ 1,242.37 2) to employee for reimbursement  
 OR to disburse the amount of: \$ \_\_\_\_\_ 3) for registration, airline ticket, etc.  
 OR approve the amount of: \$ \_\_\_\_\_ 4) for purchase card

To William Jangaard as travel expense for the following purpose: Hazmat/MMD Technician Class in Dothan, Alabama.

on the dates of 12/8/2024-12/14/2024.

SIGNED:   
 PERSON AUTHORIZED TO MAKE TRIP


**APPROVAL**

DEPT. HEAD  COUNCIL MEMBER \_\_\_\_\_  
 MAYOR \_\_\_\_\_ COUNCIL MEMBER \_\_\_\_\_  
 OR  
 RESOLUTION ADOPTED ON \_\_\_\_\_

**ESTIMATED TRIP EXPENSES**

	Regular Expenses	Expenses paid w/ Purchase Card
Gasoline	\$20.03	
Registration Fee		
_____ Miles @ rate approved by the IRS		
Airline Ticket(s)		
Lodging	\$961.88	
Meals and Tips	\$250.45	
Taxi Fares		
Miscellaneous: <u>Batteries for SCBA gear</u>	\$10.01	
TOTAL COST OF TRIP	<u>\$1,242.37</u>	
Total Advanced	-	
Less Cost of Trip		
Rebate Due City or Balance Due Employee	<u>\$1,242.37</u>	

I hereby certify that the above amount(s) are true and correct.

SIGNED:   
 PERSON AUTHORIZED TO MAKE TRIP

**NOTE:** ALL ADVANCES MUST BE APPROVED BY CITY COUNCIL RESOLUTION PRIOR TO BEING ISSUED. ADVANCEMENT VOUCHERS SHOULD BE SUBMITTED TO THE MAYORS OFFICE NO LATER THAN NOON, THURSDAY, PRIOR TO THE COUNCIL MEETING. REIMBURSEMENT REQUEST VOUCHERS ARE TO BE APPROVED BEFORE THE TRIP IS MADE. RECEIPTS ARE REQUIRED FOR ALL REIMBURSEMENT AND MUST BE TURNED IN TO THE APPROPRIATE ACCOUNTING DEPARTMENT WITHIN FIVE (5) WORKING DAYS OF RETURNING FROM THE TRIP. FAILURE TO COMPLY WITH THIS POLICY MAY RESULT IN THE EMPLOYEE BEARING THE COST OF THE TRIP.



**TRAVEL VOUCHER REQUISITION**

DATE: 12/31/2024

VOUCHER NO. POL - 00011

CHECK ONE:

- 1) ADVANCE EXPENSE REQUEST
- 2) REIMBURSEMENT REQUEST
- 3) PRE-PAID EXPENSES (registration, airline, etc.)
- 4) PURCHASE CARD REQUEST


AMOUNT REQUESTED 557.90  
 CHARGE TO ACCT. NO. 283-42100

Authorization is requested to advance the amount of: \$ \_\_\_\_\_ 1) to employee  
 OR approve the amount of: \$ \_\_\_\_\_ 2) to employee for reimbursement  
 OR to disburse the amount of: \$ \_\_\_\_\_ 3) for registration, airline ticket, etc.  
 OR approve the amount of: \$ 557.90 4) for purchase card

To Mike Holt as travel expense for the following purpose: \_\_\_\_\_  
For registration, lodging and meals for Mike Holt to attend the Alabama Association of Chiefs of Police Winter Conference in Montgomery, Alabama  
on the dates of 2/11-2/12/2025

SIGNED:   
 PERSON AUTHORIZED TO MAKE TRIP

**APPROVAL**

DEPT. HEAD   
 MAYOR \_\_\_\_\_

COUNCIL MEMBER \_\_\_\_\_  
 COUNCIL MEMBER \_\_\_\_\_  
 OR  
 RESOLUTION ADOPTED ON \_\_\_\_\_

**ESTIMATED TRIP EXPENSES**

	Regular Expenses	Expenses paid w/ Purchase Card
Gasoline	_____	_____
Registration Fee	_____	200.00
_____ Miles @ rate approved by the IRS	_____	_____
Airline Ticket(s)	_____	_____
Lodging	_____	257.90
Meals and Tips	_____	100.00
Taxi Fares	_____	_____
Miscellaneous: _____	_____	_____
	_____	_____
TOTAL COST OF TRIP	_____	557.90
Total Advanced	_____	_____
Less Cost of Trip	_____	_____
Rebate Due City or Balance Due Employee	_____	_____

I hereby certify that the above amount(s) are true and correct.

SIGNED: \_\_\_\_\_  
 PERSON AUTHORIZED TO MAKE TRIP

**NOTE:** ALL ADVANCES MUST BE APPROVED BY CITY COUNCIL RESOLUTION PRIOR TO BEING ISSUED. ADVANCEMENT VOUCHERS SHOULD BE SUBMITTED TO THE MAYORS OFFICE NO LATER THAN NOON, THURSDAY, PRIOR TO THE COUNCIL MEETING. REIMBURSEMENT REQUEST VOUCHERS ARE TO BE APPROVED BEFORE THE TRIP IS MADE. RECIEPTS ARE REQUIRED FOR ALL REIMBURSEMENT AND MUST BE TURNED IN TO THE APPROPRIATE ACCOUNTING DEPARTMENT WITHIN FIVE (5) WORKING DAYS OF RETURNING FROM THE TRIP. FAILURE TO COMPLY WITH THIS POLICY MAY RESULT IN THE EMPLOYEE BEARING THE COST OF THE TRIP.



# 2025 Exhibitor Winter Conference

	Sunday February 9, 2025
3:00 PM – 5:00 PM	Exhibitor Check-in and Booth Set-Up (Optional)
	Monday February 10, 2025
8:00 AM – 12:00 PM	Exhibitor Check-in and Booth Set-Up
11:00 AM – Until	Chief Appreciation Golf Tournament <i>Sponsored by SouthernLINC</i>
12:00 PM – 5:00 PM	Exhibit Hall Open Afternoon Refreshments in Exhibit Hall <b>(SPONSORSHIP OPEN)</b>
6:00 PM – 8:00 PM	Host Chiefs Night –
6:00 PM - Until	Monday Evening Hospitality Suite <b>(SPONSORSHIP OPEN)</b>
	Tuesday February 11, 2025
8:00 AM – 5:00 PM	Exhibit Hall Open Morning Coffee <b>(SPONSORSHIP OPEN)</b>
10:00 AM	Conference Opens, and Speakers
12:00 PM – 1:00 PM	Lunch In Exhibit Hall <b>(SPONSORSHIP OPEN)</b>
1:00 PM – 5:00 PM	CLEEP Training – Afternoon Break in Exhibit Hall <b>(SPONSORSHIP OPEN)</b>
6:00 PM - Until	Tuesday Evening Hospitality Suite <b>(SPONSORSHIP OPEN)</b>
	Wednesday February 12, 2025
8:00 AM – 3:00 PM	Exhibit Hall Open
8:00 AM – 12:00 PM	CLEEP Training – Mid-Morning Break Served in Exhibit Hall <b>(SPONSORSHIP OPEN)</b>
12:00 PM – 1:00 PM	Lunch In Exhibit Hall <b>(SPONSORSHIP OPEN)</b>
1:00 PM – 5:00 PM	CLEEP Training – Afternoon Break in Exhibit Hall
6:00 PM - Until	Wednesday Evening Hospitality Suite <b>(SPONSORSHIP OPEN)</b>
	Thursday February 13, 2025
8:00 AM – 11:00 AM	Education Awards, Business Meeting and Conference Closing

Please note the areas highlighted above in **BLUE** text. These events are areas that encourage Exhibitor Interaction and/or are available for Sponsorship. Please contact Adrian Bramblett (334-207-2712) or Joe Roy (334-730-8065) in the Montgomery Office for more details.





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**Winter Conference Registration Form Submitted Successfully**

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**From** AACOP <aascp@memberclicks-mail.net>

**Date** Fri 12/6/2024 1:52 PM

**To** Mike Holt <MHolt@florenceal.org>

**Caution:** This is an external email from outside of the City of Florence Organization. Please take care when interacting with this email. If you are in doubt please contact the IT Department.

Total: \$200.00

Registration Confirmation #: 212081927

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**Please print this page for your records.**

**You entered the following information:**

Name: Mike Holt (Badge: Mike Holt)

Agency: Florence Police Department

Address: 702 South Seminary Street, Florence Alabama 35630

**Registration Selections:**

Primary Registrant: Chief of Police/Executive Member - \$200.00

Additional Staff:

Spouse:

Children (0-4):

Children (5-17):

**DUE NOW**

*\$200.00*

[Privacy Policy](#)



## Reservation Confirmation #71400669 for Renaissance Montgomery Hotel & Spa at the Convention Center

From Renaissance Hotels Reservations <reservations@res-marriott.com>

Date Tue 12/31/2024 8:01 AM

To Mike Holt <MHolt@florenceal.org>

**Caution:** This is an external email from outside of the City of Florence Organization. Please take care when interacting with this email. If you are in doubt please contact the IT Department.

[ENHANCE YOUR STAY](#) | [SUMMARY OF CHARGES](#) | [CONTACT US](#)

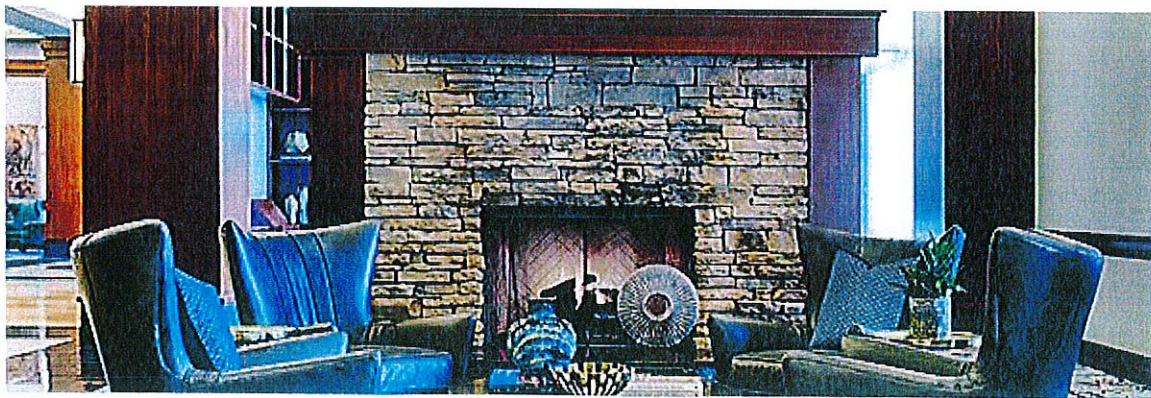
### Renaissance Montgomery Hotel & Spa at the Convention Center

201 Tallapoosa Street Montgomery, Alabama 36104 USA +1-334-481-5000

Thank you for booking with us, Mike Holt.

## Discover This Way

Tue, Feb 11, 2025 – Wed, Feb 12, 2025  
Confirmation Number: 71400669



Check-In: Tuesday, February 11, 2025 04:00 PM

Check-Out: Wednesday, February 12, 2025 11:00 AM

Number of rooms 1 Room

Guests per room 1 Adult

Guarantee Method Credit Card Guarantee, Visa

Total for Stay (all rooms) 257.90 USD

Room 1

Room Type > Guest Room

Guaranteed Requests:

None

**ALL REQUESTS >**

**Modify or Cancel Reservation**



Tuesday, February 11, 2025 – Wednesday, February 12, 2025

1 Night at 221.00 USD per night per room

CHIEFS OF POLICE

Taxes & Fees (per night per room)

Estimated Government Taxes & Fees 35.40 USD

Convention / Tourism Fee 1.50 USD

Totals

Total for Stay (all rooms) 257.90 USD

Other Charges

Valet parking, fee: 35.65 USD daily

On-site parking, fee: 27.60 USD daily

Off site bus parking available

## Rate Details & Cancellation Policy

- A cancellation policy does apply. For more information, view the 'Cancellation Policy' link in your reservation on the Marriott website, contact the hotel or call Marriott Reservations.

### Rate Guarantee Limitation(s)

- Changes in taxes or fees implemented after booking will affect the total room price.

### Additional Information

- Upon check-in an authorization request will be placed on your credit or debit card (where accepted) in an amount equal to the cost of the room, tax and incidental charges for the length of your stay (up to seven nights). If your stay exceeds seven nights, an additional authorization may be requested for the entire amount of your stay (room, tax and incidentals). Upon check-out, your payment card will be charged for the actual amount incurred during your stay.

## Contact Us

### Phone Numbers

Call 1-800-HOTELS1 (468-3571) in the US and Canada

[For everywhere else, call our Worldwide Telephone Numbers](#)

FREQUENTLY ASKED QUESTIONS >



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