

Employee/Official Name: Eugene Montanez Travel Expense Reimbursement Policy (01200.001) Mileage Reporting Month: February 2017							
Date	Expense Category per Travel Policy (Select One)	Description of the Trip	Beginning Address	Ending Address	Round Trip (Y/N)	Taxable (Y/N)	Mileage
2/6/2017	* City Officials' round-trip commutes (from home to a city facility and back) when attending a meeting of their legislative body or participating in another event or activity for which expenses are reimbursable. (Policy Item #7(4))	Meeting with staff at City Hall	Shop, 127 Radio Rd.	City Hall, 400 S. Vicentia Ave	n	y	2.95
2/13/2017	* Attending educational seminars, conferences, or activities designed to improve skills and information levels. (Policy Item #2)	League of California Cities – Riverside County Division General Meeting	Shop, 127 Radio Rd.	34846 Monte Vista Drive Wildomar, CA 92595	y	n	51.9
2/15/2017	* City Officials' round-trip commutes (from home to a city facility and back) when attending a meeting of their legislative body or participating in another event or activity for which expenses are reimbursable. (Policy Item #7(4))	Meeting with Bryan Kang at City Hall	City Hall, 400 S. Vicentia Ave	Shop, 127 Radio Rd.	n	y	2.95
2/15/2017	* City Officials' round-trip commutes (from home to a city facility and back) when attending a meeting of their legislative body or participating in another event or activity for which expenses are reimbursable. (Policy Item #7(4))	City Council Meeting	Shop, 127 Radio Rd.	City Hall, 400 S. Vicentia Ave	y	y	5.9
2/16/2017	* Attending educational seminars, conferences, or activities designed to improve skills and information levels. (Policy Item #2)	The California Inland Empire District Export Council (CIEDEC)	Shop, 127 Radio Rd.	Circle City Center, 365 N Main St, Corona	y	n	4
2/16/2017	* City Officials' round-trip commutes (from home to a city facility and back) when attending a meeting of their legislative body or participating in another event or activity for which expenses are reimbursable. (Policy Item #7(4))	Corona Police Community Partnership Employee of the Year Recognition Luncheon	Shop, 127 Radio Rd.	Corona Police Department Training Room, 730 Public Safety Way	y	n	3.3
2/18/2017	* City Officials' round-trip commutes (from home to a city facility and back) when attending a meeting of their legislative body or participating in another event or activity for which expenses are reimbursable. (Policy Item #7(4))	Corona Historic Preservation Society event "Growing Up in Corona-1970s"	Home	City Hall, 400 S. Vicentia Ave	y	y	7.6
					Monthly Total Mileage		78.6
					2017 Mileage Rate		0.535
					Amount to Reimburse	\$	42.05
					Taxable	\$	10.38
					Non-Taxable	\$	31.67