

Employee/Official Name: Randy Fox Travel Expense Reimbursement Policy (01200.001) Mileage Reporting Month: March 2018							
Date	Description of the Trip	Beginning Address	Ending Address	Round Trip (Y/N)	Taxable (Y/N)	Mileage	
3/5/18	* 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	City Hall	Home	n	y	8
3/6/18	* 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	Home	City Hall, 400 S. Vicentia Ave.	y	y	16
3/7/18	* 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	Home	City Hall, 400 S. Vicentia Ave.	y	y	16
3/8/18	* 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	Home	City Hall, 400 S. Vicentia Ave.	y	y	16
3/14/18	* Meetings with consultants, professionals, constituents, applicants or other private or governmental entities or agencies, which are necessary for the performance of their position. (Policy Item #5)	Basin Monitoring Program Task Force Workshop 101 Hosted by SAWPA	Home	11615 Sterling Ave., Riverside	y	n	21.4
3/19/18	* 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	Home	City Hall, 400 S. Vicentia Ave.	y	y	16
3/20/18	* 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	Home	City Hall, 400 S. Vicentia Ave.	y	y	16
3/21/18	* 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	Home	City Hall, 400 S. Vicentia Ave.	y	y	16
3/22/18	* City Officials attending, as an invited representative of the City by a business, ground-breaking, grand opening or other ceremonial events, held in the state and open to the public, for businesses with a facility already located in the City (limit to 10 per business per fiscal year). (Policy Item #7(1))	Dunkin Donut Grand Opening Ribbon Cutting Ceremony	Home	924 E. Ontario Ave., Corona	y	n	9.4

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3/27/18	* 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 Special Meeting	Home	City Hall, 400 S. Vicentia Ave.	y	y	16
3/28/18	* 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))	Study Session	Home	City Hall, 400 S. Vicentia Ave.	y	y	16
3/29/18	* Attending educational seminars, conferences, or activities designed to improve skills and information levels. (Policy Item #2)	Chamber of Commerce SoCal Economic Summit featuring Economist Dr. Robert Kleinhenz	Home	Crossroads Christian Church, 2331 Kellogg Ave.,	y	n	10
3/31/18	* Attending events as a representative of the City, including charitable events, that are sponsored, co-sponsored or organized by the City. (Policy Item #4(1))	Cars and Coffee	Home	Saleen HQ, 2735 Wardlow Road	y	n	22
Monthly Total Mileage							198.8
2018 Mileage Rate							0.545
Amount to Reimburse							\$ 108.35
						Taxable	\$ 74.12
						Non-Taxable	\$ 34.23