

**RESOLUTION NO. 2018-05**

**A RESOLUTION OF THE TOWN OF BELLEAIR,  
FLORIDA, APPROVING AND IMPLEMENTING A  
TOWNWIDE TRAVEL AND TRAINING POLICY**

**WHEREAS**, the Town of Belleair recognizes the importance of maintaining a well-trained workforce; and

**WHEREAS**, the Town of Belleair is committed to training opportunities that ensure regulatory compliance and enhance the capabilities of its staff; and

**WHEREAS**, the rates for travel per diem expense should be sufficient to fund the local costs for meals, such as the rates published annually by the United States General Services Administration; and

**WHEREAS**, the Town Manager administers the Travel and Training Policy and may periodically make modifications to the policy that do not materially affect the calculation of rates for travel per diem expense;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Belleair hereby approves this Travel and Training Policy.

**PASSED AND ADOPTED** by the Town Commission of the Town of Belleair, Florida, this 16<sup>th</sup> day of **January A.D., 2018**.

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**Mayor**

**ATTEST:**

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**Town Clerk**