



Memorandum

TO: THE HONORABLE MAYOR &
CITY COUNCIL

FROM: Councilmember Lan Diep

SUBJECT: AUTHORIZE TRAVEL TO
PHOENIX, AZ

DATE: March 22, 2018

Approved

Lan Diep

Date

3/22/18

RECOMMENDATION:

1. Authorize domestic travel for Councilmember Lan Diep to Phoenix, AZ from May 5-6, 2018; and
2. Authorize the use of District 4 funds for incidental expenses related to official travel.

Authorization for: Councilmember Lan Diep

Location: Phoenix, AZ

Travel Dates: May 5-6, 2018

Source of Funds: The Fund for the City of New York
District 4 Funds

Purpose: Councilmember Diep will attend a media training for minority elected officials organized by The New American Leaders, an organization dedicated to building inclusive democracy by preparing first and second generation Americans to use their power and potential in elected office.