

COUNCIL AGENDA: 11/6/2018 ITEM: 2.22 (18-1512)

## <u>Memorandum</u>

### TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: Toni J. Taber, CMC

SUBJECT: SEE BELOW

DATE: November 6, 2018

### SUBJECT: Actions Related to Councilmember Lan Diep's Travel to Washington, DC.

### **RECOMMENDATION:**

1. Authorize domestic travel for Councilmember Lan Diep (Source of Funds: New American Leaders, a 501 (c)(3) non-profit organization (Fiscally sponsored by The Fund for the City of New York)) to Washington, DC from December 6-8, 2018 to attend a leadership and policy summit for minority elected officials organized by the New American Leaders;

2. Excuse Councilmember Diep from the December 6th meeting of the Smart Cities & Services Improvements Committee; and

3. Authorize the use of District 4 funds for incidental expenses related to official travel. [Deferred from 10/30/18 - Item 2.4.b (18-1505)]

CITY COUNCIL: /0- 36-/8 ITEM:



# Memorandum

### TO: THE HONORABLE MAYOR & CITY COUNCIL

### SUBJECT: AUTHORIZE TRAVEL TO WASHINGTON, DC

FROM: Councilmember Lan Diep

**DATE: October 23, 2018** 

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Approved		Date
Approved	And and	10/02/18
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### **RECOMMENDATION:**

- 1. Authorize domestic travel for Councilmember Lan Diep to Washington, DC from December 6–8, 2018;
- 2. Excuse Councilmember Diep from the December 6th meeting of the Smart Cities & Services Improvements Committee; and
- 3. Authorize the use of District 4 funds for incidental expenses related to official travel.

Authorization for:	Councilmember Lan Diep
Location:	Washington, DC
Travel Dates:	December 6-8, 2018
Source of Funds:	Air travel & hotel: New American Leaders, a 501(c)(3) non-profit organization (Fiscally sponsored by The Fund for the City of New York)
	Ground travel: District 4 Office Budget
Purpose:	Councilmember Diep will attend a leadership and policy summit for minority elected officials organized by the New American Leaders, a $501(c)(3)$ non-profit organization under the Internal Revenue Code.