

From: Alyse Kittner <Alyse.Kittner@cityofchicago.org>

Sent: Friday, May 5, 2023 10:11 AM

To: Steve Berlin <Steve.Berlin@cityofchicago.org>; Keenan Bailey <Keenan.Bailey@cityofchicago.org>

Cc: Rosa Jimenez <Rosa.Jimenez@cityofchicago.org>

Subject: Re: Third-party sponsored travel to Wastewater Utility Engagement Workshop

Good morning, Steve -

I represent the Chicago Department of Public Health at a Wastewater Utility Engagement Workshop held by the Water Environment Federation (WEF) in coordination with the U.S. Environmental Protection Agency in Cincinnati Ohio. This event occurs on May 3rd, 2023, with travel occurring May 2nd and May 4th. WEF has offered \$763 in travel support. Due to travel booking requirements, the City of Chicago purchased the air fare, I paid for the hotel and incidentals. I will submit an expense report to the City and then an expense report to WEF for repayment to the City.

Please let me know if you need additional information.

Best,
Alyse

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