



Department of Administration
Budget and Policy Division

Marvin Pratt
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Director

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Budget and Management Director

March 24, 2004

File Ref: 04007

Alderman Fredrick G. Gordon, Chair
Finance and Personnel Committee
City Hall, Room 205

Subject: Amendment to Resolution Authorizing Attendance at Conventions

Dear Alderman Gordon:

The Department of Administration, Budget and Policy Division requests the approval of two items as part of the Finance and Personnel Committee's March 31, 2004 agenda item "Resolution authorizing attendance at conventions, seminars and other travel and further authorizing expenditure of departmental budgeted funds for that purpose". These items consist of two technical corrections to Exhibit A "2004 Convention Attendance Requests", submitted at the February 27th meeting of the Committee.

The Fire and Police Commission requests approval to send its Executive Director, David Heard, to the National Association for Civilian Oversight of Law Enforcement's Tenth Annual Conference in Chicago, IL, from October 17 to October 20, 2004. The estimated total cost of attendance, including registration, accommodations, and \$50 per day travel allowance, is \$1,575.

Also, Exhibit A, incorrectly requested the attendance of one City Treasurer staff-person at the Association of Financial Professionals Annual Conference in Las Vegas, NV from August 8 to August 12, 2004. The actual conference to be attended at the aforementioned time and location is the Association of Public Treasurer's Annual Conference.

Thank you for your consideration of these items.

Sincerely,

Joseph J. Czarnecki
Budget and Management Director

PH:dmr

cc: Treasurer's Office
Department of Employee Relations