

From: Andrea Cheng <Andrea.Cheng@cityofchicago.org>
Sent: Monday, January 8, 2024 12:53 PM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>
Subject: RE: Travel for 2023 WRF Board Meeting & Water Loss Conference

Hi Steve,

I apologize that I lost track of the 10 days after this travel as I returned back to departmental changes. I returned back December 10th and my email was due December 20th.

As a member of the Board of Directors for the Water Research Foundation, serving as Chicago's representative, I attended the board meeting in Golden, CO on December 7-8, 2023. Water Research Foundation coordinated the travel and hotel accommodations for participants. As part of that, I accepted reasonable travel expenses from WRF including: coach airfare, lodging and food offered to all participants, but no honoraria. WRF will also be reimbursing the City for ground transportation.

In addition, I spoke at the North American Water Loss Conference about DWM's winter operations, including lead service line replacement. The presentation was titled "Chicago Department of Water Management – Winter Operations" and occurred at 1pm on Thursday December 7th in Denver, Colorado. So I spoke at that conference on my way from the Denver airport into the suburb of Golden.

Please let me know if you need additional information.

Thanks,
Andrea

From: Andrea Cheng <Andrea.Cheng@cityofchicago.org>
Sent: Monday, November 13, 2023 5:43 PM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>
Subject: Travel for 2023 WRF Board Meeting & Water Loss Conference
Importance: High

Hi Steve,

Hope all is well!

I am on the Board of Directors for the Water Research Foundation, serving as Chicago's representative. There is a board meeting in Golden, CO on December 7-8, 2023. Water Research Foundation is coordinating the travel and hotel accommodations for participants (see attached).

In addition, DWM has been selected to speak at the North American Water Loss Conference about DWM's winter operations, including lead service line replacement. The presentation

is titled "Chicago Department of Water Management – Winter Operations" and is scheduled for 1pm on Thursday December 7th in Denver, Colorado. So I plan to speak at that conference on my way from the Denver airport into the suburb of Golden.

Please let me know if there will be any issues for me to attend on behalf of the City Of Chicago.

Thanks,
Andrea

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