

From: Melani Lopera <Melani.Lopera@cityofchicago.org>
Sent: Monday, December 9, 2024 4:36 PM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>; Beatriz Ponce de León <Beatriz.PonceDeLeon@cityofchicago.org>
Subject: Re: Travel

Hi Steve,

I am confirming that Bea returned from her trip on December 6th. She traveled to New York City, New York on December 4th until December 5th. She attended the Cities for Action 9th Annual National Convening in her official capacity. The Mayor's Office used grant funds to pay the hotel and airfare.

Thank you,

Melani Lopera, MSW/MPH (she/her)
Executive Assistant
Office of the Mayor
Email: Melani.Lopera@cityofchicago.org



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From: Melani Lopera <Melani.Lopera@cityofchicago.org>
Sent: Monday, December 2, 2024 1:21 PM
To: Beatriz Ponce de León <Beatriz.PonceDeLeon@cityofchicago.org>; Steve Berlin <Steve.Berlin@cityofchicago.org>
Subject: Re: Travel

Thank you Steve! I would like to add the City is paying, from grant funds for Elizabeth Lopez and Nneka Obasi's trip to Houston as well.

Melani Lopera, MSW/MPH (she/her)
Executive Assistant

Office of the Mayor

Email: Melani.Lopera@cityofchicago.org



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From: Beatriz Ponce de León <Beatriz.PonceDeLeon@cityofchicago.org>

Sent: Monday, December 2, 2024 12:18 PM

To: Steve Berlin <Steve.Berlin@cityofchicago.org>; Melani Lopera <Melani.Lopera@cityofchicago.org>

Subject: Re: Travel

Thanks, Steve.

And thanks for the reminder!

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From: Beatriz Ponce de León <Beatriz.PonceDeLeon@cityofchicago.org>

Sent: Monday, December 2, 2024 12:12 PM

To: Melani Lopera <Melani.Lopera@cityofchicago.org>; Steve Berlin <Steve.Berlin@cityofchicago.org>

Subject: Re: Travel

Thanks, Melani. I'd like to add that all costs are covered by a grant from the Walder foundation to the IMRR office. Thanks.

Bea

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From: Melani Lopera <Melani.Lopera@cityofchicago.org>
Sent: Monday, December 2, 2024 12:02:25 PM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>
Cc: Beatriz Ponce de León <Beatriz.PonceDeLeon@cityofchicago.org>
Subject: Travel

Hi Steve,

I am currently putting together a travel memo for Beatriz Ponce de Leon. She is traveling to New York City, New York on December 4th until December 5th. She is attending the Cities for Action 9th Annual National Convening. The goal of the conference is to bring together advocates, philanthropists, and other key stakeholders committed to advancing pro-immigrant policies. The goal is to address common challenges, share best practices, and develop a unified roadmap to promote immigrant justice at all levels of government and beyond. The Mayor's Office will be paying for the hotel and airfare.

Thank you,

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