

From: Will Holland <Will.Holland@cityofchicago.org>
Sent: Friday, September 20, 2024 2:29 PM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>
Cc: Nelson Chueng <Nelson.Chueng@cityofchicago.org>
Subject: RE: Ethics process for travel expenses funded by an outside organization

Hi Steve,

Just writing to follow up post-trip.

I attended the Urban Conservation Learning Exchange hosted by Center for Community Progress from Sept. 10th to the 12th. The event took place in Cleveland, Ohio and was a mix of presentations, workshops, and tours centered on how to address vacant land in urban areas through government and partner organizations. Center for Community Progress paid for expenses. I was the only City employee to attend. I think my original inquiry listed myself and Taylor Thompson, but Taylor could not attend because he needed to be in Chicago for legislative meetings.

Please let me know if there is any other information you would like me to provide.

Best,

Will Holland

Will Holland

City Planner V

Department of Planning & Development

City Hall, Room 1003

(312) 744-2777

From: Will Holland <Will.Holland@cityofchicago.org>
Sent: Tuesday, August 13, 2024 11:31 AM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>
Cc: Taylor Thompson <Taylor.Thompson@cityofchicago.org>; Nelson Chueng <Nelson.Chueng@cityofchicago.org>
Subject: Ethics process for travel expenses funded by an outside organization

Hello Steve,

My name is Will Holland and also on this email is my colleague Taylor Thompson. We both work on the Land Resources team in the Citywide Planning Bureau of the Department of Planning and Development. Both of us work directly with sales and management of land owned by the City of Chicago. I am writing because my colleague Taylor Thompson and I have been invited to join a learning exchange in September regarding strategies for addressing vacant land. The program is designed for employees of local government and agencies from the cities of Cleveland, Baltimore, Detroit and Chicago to tour projects in Cleveland and discuss their own city's strategies for addressing vacant land. The program is run by [Center for Community Progress](#) and the email invitation is at the end of this message.

Center for Community Progress will cover travel, lodging, and meals for all participants. I am under the impression that we will need to get Board of Ethics approval for expense-paid travel, and then get approval from the Office of Budget and Management. Is this correct? And how do we go about getting Board of Ethics approval?

Thank you for your time.

-Will Holland

Will Holland

City Planner V

Department of Planning & Development

City Hall, Room 1003

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From: **Jessica Williams** <jwilliams@communityprogress.org>

Date: Wed, Jul 3, 2024 at 11:17 AM

Subject: Center for Community Progress Vacant Land Learning Exchange in Cleveland, OH

To: bhelphand@neighbor-space.org <bhelphand@neighbor-space.org>

Cc: Janell O'Keefe <jokeefe@communityprogress.org>, Liz Kozub <ekozub@communityprogress.org>

Greetings Ben Helphand,

I would like to invite you to a peer learning exchange focused on urban conservation September 10-12 in Cleveland, Ohio.

I work for [Center for Community Progress](#), who will be the host of this learning exchange. The Center for Community Progress is a national nonprofit dedicated to tackling vacant properties and driving change by uncovering and disrupting the unjust systems that perpetuate entrenched vacancy and property deterioration.

The event will provide opportunities for urban land conservancies and their partner land banks and/or municipal governments to learn from one another and share experiences with urban conservation. The three-day event will consist of small- and large-group conversations and at least one tour of urban conservation projects in Cleveland. Discussion topics will likely include urban conservation programming, partnerships with local government, land acquisition and disposition policies, and others identified by participants.

This learning exchange grew out several conversations with partners around the topic, including Detroit Future City's Open Space Working Group (where you presented).

In addition to the host city of Cleveland, Detroit is a confirmed participant and we have also invited the City of Baltimore. Each city is invited to bring a cohort of up to four people representing the urban conservation organization and the land bank or city department responsible for publicly-owned surplus property.

Community Progress will cover travel, lodging, and meals for all participants.

We would love to have NeighborSpace participate. If you are interested and available, please let us know by **Thursday, July 11th**.

I'm happy to answer any questions or hop on a quick call to discuss if that is easier.

Thank you for your consideration and I look forward to hearing from you. Please do not hesitate to reach out with any questions.

Best,

Jessica

Jessica Williams (she/her)

Associate Director, Technical Assistance

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