



**CITY COUNCIL**  
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CHAIR, STANDING COMMITTEE ON  
LEGISLATION AND PUBLIC WORKS

CO-CHAIR, STANDING COMMITTEE ON  
PUBLIC SAFETY AND CODES

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July 9, 2024

Honorable City Council Members  
1 Roosevelt Square  
Mount Vernon, NY 10550

Re: Requesting Permission for Councilwoman Danielle Browne to Attend the NYCOM's Fall Training School (September 16-20, 2024)

Dear Honorable Body:

This letter comes to respectfully request that City Council approve the request for Councilwoman Danielle Browne to attend the NYCOM's Fall Training School in Saratoga, NY on September 16-20, 2024.

The Conference provides an opportunity to meet with elected officials across the State and beyond, as well as to meet with Legislative representatives. The total funds that are being requested should not exceed \$1,900 for this trip. The conference fee of \$510.00 should be charged to A1010.417 (Education and Training). In addition, lodging (\$221 per night = \$884), food (\$298) and Amtrak travel (\$167.000) should be expensed to A1010.402, (Travel Expenses).

The Training School tentative agenda - [Link](#)

If this meets with the City Council's approval, I ask that the necessary legislation be enacted to reflect this request. Thank you for your attention to this matter.

Sincerely,

Antoinette Anderson  
Legislative Assistant to  
The City Council