**From:** Sue Vopicka   
**Sent:** Thursday, January 31, 2019 2:09 PM  
**To:** Steve Berlin  
**Cc:** Mark Kelly  
**Subject:** RE: Request for Travel Approval

Hi Steve,

I’m terribly sorry – I neglected to report back to you after Mark’s trip to New York January 15-16.  I’ve attached a recap provided by Choose Chicago, who paid for Mark to attend.  It was  another incredible and successful media event to showcase Chicago and the Year of Chicago Theatre!

Hope you are staying warm,

Sue

*Sue Vopicka*

*Assistant to Commissioner Mark Kelly*

*Department of Cultural Affairs and Special Events*