



AVIATION DEPARTMENT - Fort Lauderdale/Hollywood International Airport
100 Aviation Boulevard • Fort Lauderdale, Florida 33315 • 954-359-6100

MEMORANDUM

DATE: August 11, 2010

TO: Mary O'Donnell, Acting Director
Accounting Division

FROM: Elyse Rosenberg, Assistant to the Department Director
Aviation Department

A handwritten signature in blue ink, appearing to be "ER", is written over the name "Elyse Rosenberg" in the "FROM:" field.

SUBJECT: International Travel - Airports Council International World/Latin America-Caribbean Annual General Assembly

Attached, please find a travel request for the Aviation Deputy Director, Ismael Bonilla, to attend the Airports Council International (ACI) 20th Annual World/Latin America-Caribbean Annual General Assembly in Bermuda from October 31 through November 3, 2010.

The Latin America-Caribbean region represented 94.5% of the Fort Lauderdale-Hollywood International Airport's (FLL) international traffic in 2009. FLL has the second highest volume of travel to this region in the State of Florida.

In addition to attending the Assembly on behalf of FLL, Mr. Bonilla will be graduating from the Airport Management Professional Accreditation Programme and receiving his International Airport Professional designation. This certification is recognized by both ACI and the International Civil Aviation Organization as a best-of-class program for airport managers to expand their skills and broaden their horizons. The program covers such course areas as airport/airlines interface management, airport development and financing, revenue generation, optimization of safety and security systems, environmental management, and community relations.

The Aviation Department has funds available to pay for these travel expenses. Your consideration and approval of this request is greatly appreciated.