



# LEXINGTON DIVISION OF POLICE

## OFFICE OF THE CHIEF

**DATE:** April 17, 2013

**TO:** Mayor Jim Gray  
Urban County Council

**FROM:** Chief Ronnie Bastin  
Division of Police

**RE:** CPAAA Donation – Police Memorial Week, Washington, D.C.

Requesting approval for the Lexington Division of Police to accept donation from the Citizen's Police Academy Alumni Association (CPAAA) to cover the cost of expenses for the Motorcycle Unit to travel to Washington, D.C. for Police Memorial Week, May 11<sup>th</sup> – 16<sup>th</sup>, 2013. The CPAAA will be utilizing donated funds to cover the cost of hotel, per diem and incidental expenses, i.e.: gas for motorcycles and parking. Total value of donation \$7,512.80. Upon return, officers will reconcile trip cost with the CPAAA.

Hotel Cost - \$5,332.80 (CPAAA will pay hotel directly)  
Per Diem - \$1,680.00 (8 Officers = \$35.00 per day x 6 days)  
Incidentals - \$500.00 – (Gas for motorcycles and parking)

This is being forwarded for Mayor and Council approval.

If you have any questions or require additional information, please contact my office.

A handwritten signature in cursive script that reads 'R. Bastin' followed by '(per)' in parentheses.

Ronnie Bastin  
Chief of Police

RB/rmh

cc: Clay Mason, Commissioner of Public Safety