

**Government of the District of Columbia**  
**Office of the Secretary of the District of Columbia**



**Erica Easter**

May 14, 2009

Jenny Small  
Judicial Watch  
501 School St., NW  
Washington, DC 20024

Re: Freedom of Information Act Request

Dear Ms. Small:

I am writing in response to your Freedom of Information Act (FOIA) request received in the Executive Office of the Mayor (EOM) on April 9, 2009.

Your request sought:

1. Records concerning Mayor Fenty's overseas travel
2. Records concerning Mayor Fenty's domestic travel
3. Records concerning shipping costs for the Mayor's personal effects
4. Records concerning executive protection detail for the Mayor's travel
5. Records concerning security and/or public resources regarding Mayor Fenty's exercise and/or hobbies

Upon receipt of your request, this office made a full and diligent search within the EOM. Please find enclosed:

1. Documents concerning the mayor's overseas travel. Please note that portions of responsive records were redacted, and some records were found to be covered by the deliberative process privilege and are being withheld, pursuant to FOIA exemption 4, as "Inter-agency or intra-agency memorandums or letters which would not be available by law to a party other than an agency in litigation with the agency," D.C. Official Code § 2-534 (a)(4) (2001).
2. A spreadsheet detailing the cost of each government trip made by Mayor Fenty from January 2, 2007 to April 9, 2009. Please note that some records have been found to be covered by the deliberative process privilege and are being withheld pursuant to FOIA exemption 4, as "inter-agency or intra-agency memorandums that would not be available by law to a party other than an agency in litigation with the agency," D.C. Official Code § 2-534 (A)(4) (2001).
3. No public records exist for the shipping costs of the Mayor's personal effects.
4. No public records exist for the shipping costs of the Mayor's personal effects.
5. No public records exist for the Mayor's security and public resources regarding the Mayor's exercise or hobbies.

Please know that, under D.C. Official Code § 2-537 and 1 DCMR 412, you have the right to appeal this letter to the Mayor or to the Superior Court of the District of Columbia. If you elect to appeal to the Mayor, your appeal must be in writing and contain "Freedom of Information Act Appeal" or "FOIA Appeal" in the subject line of the letter as well on the outside of the envelope. The appeal must include (1) a copy of the original request; (2) a copy of any written denial; (3) a statement of the circumstances, reasons, and/or arguments advanced in support of disclosure; and (4) a daytime telephone number, and e-mail and/or U.S. Mail address at which you can be reached. The appeal must be mailed to: The Mayor's Correspondence Unit, FOIA Appeal, 1350 Pennsylvania Avenue, N.W., Suite 316, Washington, D.C. 20004. Electronic versions of the same information can instead be e-mailed to The Mayor's Correspondence Unit at [foia.mayor@dc.gov](mailto:foia.mayor@dc.gov). Further, a copy of all appeal materials must be forward to the Freedom

of Information Officer of the involved agency or to the agency head of that agency if there is no designated Freedom of Information Officer there. Failure to follow these administrative steps will result in delay in the processing and commencement of a response to your appeal to the Mayor.

If you have any questions or concerns regarding this matter, please contact me at (202) 727-6306 or via email at [Erica.Easter@dc.gov](mailto:Erica.Easter@dc.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Erica Easter". The signature is written in a cursive, flowing style.

Erica Easter  
FOIA Officer  
Executive Office of the Mayor

**AMF Travel**

Destination	Reason for Travel	Travel Cost	Travel Dates	Invoice Approved by
New York, NY	Education Meetings	\$938.00	4/12/07-4/13/07	Tene Dolphin
New York, NY	Agency Rating	\$203.80	5/9/07-5/10-07	Tene Dolphin
Las Vegas, NV	ICSC Conference	\$2,181.10	5/19/07-5/23/07	Tene Dolphin
New York, NY	Meetings in New York	\$454.45	4/18/2008	Tene Dolphin
New York, NY	Meetings in New York	\$236.00	4/21/2008	Tene Dolphin
Las Vegas, NV	ICSC Conference	\$492.00	5/18/08-5/20/08	Tene Dolphin
Dallas, TX	Paul Quinn College-Graduation Speech	\$1,504.35	5/23/08-5/24/08	Tene Dolphin
Miami, FL	Conference of Mayors	\$1,041.30	6/19/08-6/21/08	Tene Dolphin

The municipal governments of Beijing and Shanghai have made in-kind donations for portions of Mayor Fenty's trip to China. He made stops in Beijing and Shanghai, as well as Hong Kong.

The Beijing Municipal government is making an in-kind donation for the Beijing portion of the Mayor's trip of approximately \$3800 for hotel accommodations, food, and on-ground transportation. This amount includes a round trip airplane fare from Beijing to Shanghai.

The Shanghai Municipal government is making an in-kind contribution for the Shanghai portion of the Mayor's trip of approximately \$5,000. This includes hotel accommodations, food, and on-ground transportation.

The in-kind donation valuations have been provided by an official at the Embassy of the People's Republic of China.

In addition to the above, the Chinese People's Association for Friendship, a government entity, provided an in-kind donation of \$2500 for additional transportation expenses.

With best wishes,

Stephanie D. Scott

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**Stephanie D. Scott, Ph.D.**

**Secretary of the District of Columbia**

Advancing Mayor Adrian Fenty's Goal of Ending Taxation Without Representation in Washington DC

[www.os.dc.gov](http://www.os.dc.gov)

Main: 202-727-6306

Direct: 202-727-6527

MAY 2007  
CORRESPONDENCE UNIT

2008 JAN -2 PM 2:45

531156  
**IMPORTANT**

**FACSIMILE TRANSMISSION**

Fax: 001-202-7273582

From: Yuan Yuan

Date: 12/26/2007

To: Chief of Protocol and International Affairs

Attn: Ms. Patricia Elwood

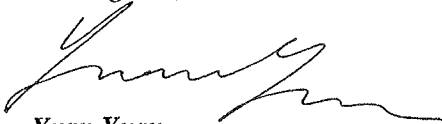
Re:

Number of pages including this one: 7

*Dear Ms. Patricia Elwood,*

*I am Yuan Yuan, Project Officer of Beijing Municipal Foreign Affairs Office. Please see attached invitation letter to Mayor Adrian M. Fenty. The original one will be arriving in a couple of days by express mail service. For any problem, please feel free to contact me.*

*Best regards,*



*Yuan Yuan*

*Project Officer*

*Beijing Foreign Affairs Office*

*Office: 0086-10-65192721*

*Fax: 0086-10-65129604*

*Email: [yuanyuang@bjfao.gov.cn](mailto:yuanyuang@bjfao.gov.cn)*

*(Courtesy Translation)*

December 21, 2007

John A. Wilson Building  
1350 Pennsylvania Avenue, NW  
Washington, DC 20004  
United States of America

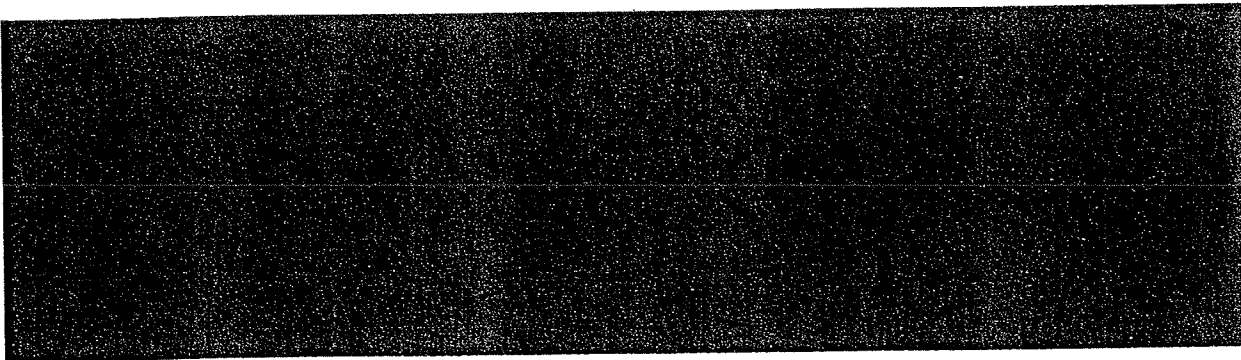
Dear Mr. Adrian M. Fenty,

From August 8 through 24, 2008, the 29<sup>th</sup> Olympic Games will be staged in Beijing with an estimated 10,000 athletes from some 200 countries (territories) competing in the Games. I would like to extend my sincere invitation to you as mayor of Washington DC, Beijing's sister city to visit Beijing along with your spouse during the Beijing Games and to attend the opening ceremony set for August 8, 2008. We will cover the accommodation and transportation cost for you and your spouse during your stay in Beijing.

I look forward to your coming to Beijing next August to experience the tremendous changes the city has undergone because of the forthcoming Games and to witness, together with us, this grand event in the history of sports.

Sincerely yours,

Guo Jinlong (Signed)  
Acting Mayor of Beijing



## Elwood, Patricia (EOM)

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**From:** yuanyuan@bjfao.gov.cn  
**Sent:** Friday, February 01, 2008 9:33 PM  
**To:** Elwood, Patricia (EOM)  
**Subject:** Reply Deadline of Invitation  
**Importance:** High

Dear Pat,

I've sent you the invitation signed by Mr. Guo Jinlong, Mayor of Beijing to Mayor Fenty both via fax and mail. I hope it reached you well. In case you did not receive them, I've sent them via email to Mr. Shen Xin in the Chinese Embassy to D.C.

I also attached a draft itinerary and a reply form with the invitation. I hope it would be helpful to your work regarding Mayor Fenty's travel arrangement. Please feel free to contact me whenever you need help.

And I do hope you could send me back the reply form before Feb. 28 so that we could have enough time to make proper preparations for receiving Mayor Fenty.

Thank you very much and regards.

Yuan Yuan

Project Officer

Beijing Foreign Affairs Office

No. 2 Zhengyi Road, Dongcheng District, Beijing China, 100744

Tel: 0086-10-65192721

Fax: 0086-10-65129604

2/19/2008

## Itinerary During Stay in Beijing

**August 7<sup>th</sup>, 2008 (Thursday)**

Arrival

**August 8<sup>th</sup>, 2008 (Friday)**

Morning Tour

Route 1: Great Wall

Route 2: Forbidden City

Afternoon Tour

Route 1: Beijing Planning Exhibition Hall

Route 2: Hutong Tour

20:00                    Opening Ceremony of Olympic Games

**August 9<sup>th</sup>, 2008 (Saturday)**

10:00                    Visit Capital Museum

12:00—13:30        Reception of Beijing Municipal Government  
(Capital Museum)

**August 10<sup>th</sup>, 2008 (Sunday)**

Departure



Pat Elwood  
Protocol Officer  
Office of the Secretary of the District of Columbia  
1350 Pennsylvania, Ave. NW Suite 419  
Washington, DC 20004  
202-727-0848 (desk) 202-727-3582 ( fax)

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**From:** Elwood, Patricia (EOM)  
**Sent:** Thursday, December 27, 2007 9:48 AM  
**To:** 'yuanyuang@bjfao.gov.cn'  
**Subject:** received your fax

Hello Yuan Yuan

Thank you so much for the invitation letter for Mayor Adrian M. Fenty to attend the Olympic ceremony in Beijing in August of 2008. He is very honored by this invitation and the kind offer of accommodations extended to him as the Mayor of Washington, one of Beijing's sister cities. Please convey his sentiments to Guo Jinlong, the Acting Mayor of Beijing.

We will await the formal invitation and stay in communication with you throughout the year.

The Mayor sends his best wishes to all of you for a successful and happy New Year...

Most sincerely,



Patricia Elwood  
Protocol and International Affairs  
Office of the Secretary of the District of Columbia  
Executive Office of the Mayor  
1350 Pennsylvania, Ave. NW Suite 419  
Washington, DC 20004  
202-727-0848 (desk) 202-727-3582 ( fax)

*(courtesy translation)*

November 30<sup>th</sup>, 2007

Office of the Secretary  
1350 Pennsylvania Avenue, NW Suite 419  
Washington DC 20004  
U.S.A

Dear Ms. Patricia Elwood:

Please accept my greetings from Beijing.

I would like to take this opportunity to inform you that, on November 30<sup>th</sup>, the 40<sup>th</sup> session of the Standing Committee of the 12<sup>th</sup> Beijing Municipal People's Congress decided to appoint Mr. Guo Jinlong Vice Mayor of Beijing, who will act in the capacity of Mayor of Beijing. Due to the change of his position, Mr. Wang Qishan will no longer concurrently hold the office of Mayor of Beijing.

Under the leadership of the Acting Mayor Mr. Guo Jinlong, the City of Beijing will, as always, attach great importance to the sister-city relationship between our two cities, and will further enhance this relationship in an effort to promote our common prosperity and development.

May I wish you good health and every success.

Sincerely yours,

Yang Liuyin (signed)

Director-General  
Foreign Affairs Office of the People's Government of Beijing  
Municipality

Enc.: CV of Mr. Guo Jinlong, Acting Mayor of Beijing

## **Mr. Guo Jinlong, Acting Mayor of Beijing**

Mr. Guo Jinlong, a native of Nanjing, Jiangsu Province, was born in July 1947. He earned a Bachelor degree in Physics from Nanjing University.

November 1980-October 1983: Deputy Director, and then Director of the Culture and Education Bureau of Zhongxian County, Sichuan Province;

October 1983-January 1985: Deputy Secretary of the CPC Zhongxian County Committee and Magistrate of Zhongxian County;

January 1985-August 1987: Deputy Director of the Rural Policy Research Office of the CPC Sichuan Provincial Committee and Deputy Director of the Rural Economy Commission of Sichuan Province;

August 1987-May 1990: Deputy Secretary of the CPC Leshan City Committee, Sichuan Province;

May 1990-November 1992: Secretary of the CPC Leshan City Committee, Sichuan Province;

November 1992-April 1993: member of the Standing Committee of the CPC Sichuan Provincial Committee;

April 1993-December 1993: Deputy Secretary of the CPC Sichuan Provincial Committee;

December 1993- September 2000: Deputy Secretary of the CPC Tibet Autonomous Regional Committee;

October 2000: Secretary of the CPC Tibet Autonomous Regional Committee

December 2004: member of CPC Anhui Provincial Committee, member of the Standing Committee of CPC Anhui Provincial Committee and Deputy Secretary of CPC Anhui Provincial Committee.

He was elected Chairman of the Standing Committee of the Anhui Provincial People's Congress in January 2005 and Secretary of the CPC Anhui Provincial Committee in December 2006.

He was an alternative member of the 15th CPC Central Committee and member of the 16th CPC Central Committee. He is now member of the 17th CPC Central Committee. He was appointed member of CPC Beijing Municipal Committee, member of the Standing Committee of CPC Beijing Committee and Deputy Secretary of CPC Beijing Municipal Committee on November 29<sup>th</sup>, 2007. He is appointed Acting Mayor of Beijing on November 30<sup>th</sup> 2007.

COPY  
2/13/09

# GOVERNMENT OF THE DISTRICT OF COLUMBIA

## Executive Office of the Mayor Office of Partnerships and Grants Development



### Application to Approve Donations

<b>Section 1: District Agency Information</b>	Date: 2/13/2009	
DC Department, Agency or Office Name: Mayor, Executive Office of the		
Director: Carrie Kohns	Agency Code: AA0	
Project Manager: Sara Lasner	Phone: (202) 724-5534	
Address: 1350 Pennsylvania Ave Nw, Suite 327		
City: Washington	State: District of Columbia	Zip Code: 20004
Financial Manager: Sara Lasner		Phone: (202) 724-5534
Address: 1350 Pennsylvania Ave Nw, Suite 327		
City: Washington	State: District of Columbia	Zip Code: 20004

<b>Section 2: Prospective Donor Source Identification</b>		
Prospective Donor Name(s): Yousef Al-Otaiba	Office/Div:	
Contact Person: Dima Alfaham	Phone: (202) 551-1711	
Address: 3522 International Ct. Nw		
City: Washington	State: District of Columbia	Zip Code: 20008

<b>Section 3: Donation Information</b>	
Type of Donation(s):	<input type="checkbox"/> Check <input type="checkbox"/> Securities <input type="checkbox"/> Real Property <input type="checkbox"/> Personal Property <input type="checkbox"/> Facilities <input checked="" type="checkbox"/> In-Kind Services <input type="checkbox"/> Other
Brief Description of Donation(s):	
Cultural and economic exchange.	

**Section 3: Donation Information (continued)**

Estimated Value:

Actual Value:

Expected Donation Period: Start Date:

End Date:

Brief Explanation of How Donation Will Support the District Government's Authorized Functions or Duties:

**Section 4: Acknowledgement of Donation Rules & Conditions**

If additional information is required in response to any of the questions below, please provide in the appropriate space in section 8.

Has the applicant reviewed the District's Rules of Conduct Governing Donations to the DC Government as stated in Mayor's Memorandum 2002-1 (1/8/02)?  Yes  No

Has the donor any pending litigation, business, tax liabilities, or related issues that might create or appear to create a conflict of interest with the DC Government related to the donation?  Not Sure  Yes  No

Has the donor been advised that no special treatment will be received from the DC Government as a result of the donation?  Yes  No

Is the donation subject to any other conditions that it be used for the purpose described in section 3? If so, please provide a description of the conditions in section 8.  Yes  No

Is the donor or its representative seeking any form of assistance from the District or regulated by the government entity to which the donation will be made? If so, please explain in section 8.  Yes  No

**Section 5: Financial Donation Information**

(includes checks, negotiable instruments, and securities made payable to or endorsed to DC Treasurer). If additional information is required in response to any of the questions below, please provide in the appropriate space in section 8.

Does the donation have any effect on the applicant's future capital or program budget? If yes, please explain the effect in section 8.  Yes  No

Will the donation support a proposed or existing capital project? If yes, please explain relationship to total funding requirements of the intended project in section 8.  Yes  No

Does the donation require matching funds from the applicant and are local funds available to satisfy the match? If yes, please explain in section 8.  Yes  No

Does the applicant's CFO have the revenue source code to track the donation's disbursements in SOAR?  Yes  No

Does the applicant's CFO have a budget of planned expenditures established for use of the donation? If yes, please explain in section 8.  Yes  No

**Section 6: In-Kind Donation**

(includes other than financial information). If additional information is required in response to any of the questions below, please provide in the appropriate space in section 8.

Does the acceptance of the donation create any expenses (e.g. assembly, maintenance, or transportation) for the applicant? If yes, please compare the value of the donation to the District's estimated cost of acceptance in the appropriate section below.

Yes  No

Does the applicant have a system to determine the useable condition or required restoration so the donation will not present unreasonable costs to the DC Government? If yes, please explain the condition in the appropriate section below.

Yes  No

**Section 7: Monitoring and Reporting Donations**

If additional information is required in response to any of the questions below, please provide in the appropriate space in section 8.

Does the applicant's CFO certify that the donation will be accounted for in a form suitable for audit and public inspection based on the same accounting standards and safeguards used for appropriated funds?

Yes  No

Do the applicant's CFO and project manager have a system in place to ensure that the donation only will be used for its intended purpose, and within a reasonable timeframe?

Yes  No

Does the applicant's CFO have a system in place to provide quarterly reports to the Office of Partnerships and Grants Development to track the disbursement of donation funds?

Yes  No

Does the applicant's CFO or project manager have a look up system in place to monitor progress and outcomes of the donation?

Yes  No

**Section 8: Additional Information on all sections**

Section 1:

Section 2:

Section 3:

**Section 8: Additional Information on all sections (continued)**

Section 4:

Section 5:

Section 6:

Section 7:

**Section 9: Signature line of the Applicant(s)**

The below signature certify that to the best of their knowledge and belief all information given in this application is true, correct and complete.

Name:

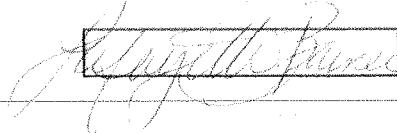
Official Signature

Title:

Date:

**Section 10: Signature line of the Authorizing Official**

Pursuant to Mayor's Order 2002-2, the Director of the Office of Partnerships and Grants Development must approve this application to solicit and accept the aforementioned donation. By submitting this form, it will automatically be sent to Lafayette Barnes, Director, Office of Partnerships and Grants Development, for his approval.



Lafayette Barnes, Director, Office of Partnerships and Grants Development

**DONATION AGREEMENT  
BETWEEN THE DISTRICT OF COLUMBIA GOVERNMENT  
AND YOUSEF AL-OTAIBA**

1. Yousef Al-Otaiba ("Donor") agrees to make a donation to the Executive Office of the Mayor (name of D.C. Government agency) of \$25,000.00 to be used for the following purpose. The donation is being given freely without any expectation of special treatment by the government. in-kind

2. The donation will be used to (describe the purpose of the donation) support cultural and economic exchange. The donation is for an authorized purpose because it is consistent with the functions and purposes of the agency.

3. The donation is being made on the condition that the agency agrees to use the donation for the particular purpose stated in this agreement. If the agency does not use the full balance of the financial donation, I, the donor, give my express consent and authorization to the agency to use the remaining balance in the same or subsequent fiscal years for the same or similar authorized purpose, as reviewed and approved by the D.C. Ethics Officer. Otherwise, the Government of the District of Columbia will mail a refund check to the donor in the amount of any remaining balance. (State any other conditions that may apply).

<input type="checkbox"/>	Yes, with my consent all remaining funds may be applied toward another D.C. Government program with a similar purpose in this fiscal year or subsequent years.
<input type="checkbox"/>	No, please refund all remaining funds to the donor.
<input checked="" type="checkbox"/>	Not Applicable

*Please check the appropriate box.*

4. The donor has read and agrees to be bound by the Rules of Conduct regarding Donations set forth in Mayor's Memorandum 2002-1, dated January 8, 2002.

5. To the best of the Donor's knowledge, the donor is not aware of any transactions pending before any agency or the District government involving the Donor, nor any litigation pending against the government involving the Donor.

6. The District of Columbia government acknowledges that systems are in place for the donation to be accepted by the government and the use of the donation may be properly tracked as required by the Section 115 of the District of Columbia Appropriations Act, 2003. Pub. L.108-7.

Signature of the Parties:

*Sara Casner* Date *2/13/09*  
Name *Sara Casner*  
Title: *Deputy COS*  
Authorized official representing the Donor

*Dima Al-Jabbar* Date *2/17/09*  
Agency Representative  
Agency name *Chief of Staff to Ambassador Yousef Al Otaiba*

*Jafarullah Burruo* Date: *2/17/09*  
Director of OPGS  
on behalf of the District of Columbia Government



Cultural and economic exchange, including the Mayor's travel and accommodations for the official portion of his trip to Dubai, UAE, during which he will be representing the District of Columbia and acting in his official capacity at meetings with UAE local government and business leaders.