



COUNCIL AGENDA: 10-29-19  
ITEM: 2.4

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Arenas

**SUBJECT:** REQUEST FOR AN EXCUSED  
ABSENCE

**DATE:** 10/22/2019

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## RECOMMENDATION

Excuse my absence from the Regular Meeting of \_\_\_ City Council \_\_\_ on \_\_\_ 10/22/2019 \_\_\_,  
due to the following:

Authorized City Business:

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(Description/Location)

Illness

Death of a close family member