



COUNCIL AGENDA: 2/13/18  
ITEM: 2.4 (File ID: 18-207)

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Councilmember Arenas

**SUBJECT:** REQUEST FOR AN EXCUSED  
ABSENCE

**DATE:** February 2<sup>nd</sup>, 2018

## RECOMMENDATION

Excuse my absence from the Regular Meeting of Public Safety, Finance, and Strategic Support Committee (PSFSS) on February 15<sup>th</sup>, 2018 due to the following:

Authorized City Business: Travel to Mexico – U.S. Sister Cities Summit in Guadalajara, MX.

---

(Description/Location)

Illness

Death of a close family member