



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Vice Mayor Carrasco

**SUBJECT:** REQUEST FOR AN EXCUSED  
ABSENCE

**DATE:** 03/14/18

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## **RECOMMENDATION**

Excuse my absence from the City Council meetings on March 6, 2018 and March 20, 2018, Rules and Open Government meetings on March 7, 2018 and March 14, 2018, Transportation and Environment Committee March 5, 2018 and Public Safety, Finance, and Strategic Support Committee March 15, 2018 due to the following:

Authorized City Business:

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(Description/Location)

Illness

Death of a close family member