



Memorandum

TO: CITY COUNCIL

FROM: Mayor Sam Liccardo

**SUBJECT: REQUEST FOR AN
EXCUSED ABSENCE**

DATE: February 12, 2020

Approved:

Date:

2-12-20

RECOMMENDATION:

Excuse my absence from the Regular Meeting of the Rules and Open Government Committee on February 19 and 26, 2020 due to the following:

☐ Authorized City Business

☐ Illness

☐ Death of a close family member

☒ Other: I will be away on personal business.