



Administrative Report

H.10., File # 21-3186

Meeting Date: 10/19/2021

To: MAYOR AND CITY COUNCIL

From: ELEANOR MANZANO, CITY CLERK

TITLE

EXCUSE ABSENCES OF VARIOUS COMMISSIONERS FROM VARIOUS COMMISSION MEETINGS

EXECUTIVE SUMMARY

<u>Commissioner</u>	<u>Board/Commission</u>	<u>Meeting Date</u>
Nona J Walls	Library	October 4, 2021
Jerry Woodham	Budget & Finance	October 14, 2021

On October 1, 2021, the City Clerk received notification from Commissioner Walls requesting an excused absence for the October 4, 2021 Library Commission Meeting for business reasons.

On October 14, 2021, the City Clerk received notification from Commissioner Woodham requesting an excused absence for the October 14, 2021 Budget & Finance Commission Meeting for personal reasons.

BACKGROUND

As of September 3, 2019, the City Council authorized the City Clerk to revise the policy pertaining to requests for excused absences, whereby Board Members and Commissioners are now required to communicate impending absences directly to the City Clerk for processing.

APPROVED BY:

Eleanor Manzano, City Clerk

FISCAL IMPACT

None