



# Memorandum

**TO: HONORABLE MAYOR AND  
CITY COUNCIL**

**FROM: KANSEN CHU**

**SUBJECT: SEE BELOW**

**DATE: January, 31, 2012**

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**RECOMMENDATION:**

I am requesting that the Mayor and City Council excuse my absence from Neighborhood Services & Education Committee Meeting on February 9, 2012 due to the following:

Authorized City Business

**League of California Cities Board of Directors Meeting**  
**Palo Alto, CA**  
**February 9-10, 2012**

cc: City Clerk  
NSEC Chair