



Memorandum

**TO: HONORABLE MAYOR AND
CITY COUNCIL**

FROM: KANSEN CHU

SUBJECT: SEE BELOW

DATE: November 19, 2012

RECOMMENDATION:

I am requesting that the Mayor and City Council excuse my absence from the City Council Meeting on November 27, 2012 due to the following:

Authorized City Business

National League of Cities - 2012 Congress of Cities & Exposition

Boston, MA

November 27 – December 1, 2012

cc: City Clerk