

# Memorandum

**REPORT TO:** City Commission

**FROM:** Taylor Chamber, Deputy City Clerk  
Mike Maas, City Clerk  
Jeff Mihelich, City Manager

**SUBJECT:** Authorize the Absence of Commissioner Coburn

**MEETING DATE:** November 1, 2022

**AGENDA ITEM TYPE:** Administration

**RECOMMENDATION:** I move to authorize the absence of Commissioner Coburn

**STRATEGIC PLAN:** 1.1 Outreach: Continue to strengthen and innovate in how we deliver information to the community and our partners.

**BACKGROUND:** Commissioner Coburn informed Mayor Andrus and City Manager Mihelich he would be unable to attend this meeting.

**UNRESOLVED ISSUES:** N

**ALTERNATIVES:** As per Commission

**FISCAL EFFECTS:** None

Report compiled on: October 26, 2022