



**DEPARTMENT OF PLANNING AND
COMMUNITY DEVELOPMENT**

TO: Planning Commission

FROM: Mike Kamino, Director of Planning and Community Development

SUBJECT: Planning Commissioner's request for an excused absence.

DATE: March 16, 2006

The purpose of this memorandum is to request that the Planning Commission excuse Commissioner Phil Ramuno's absence from the scheduled Planning Commission Meetings to date. Commissioner Ramuno has been on business travel overseas since January and has been unable to the Planning Commission Meetings during this new term.

He anticipates being in attendance for the March 16, 2006 Planning Commission Meeting. However, the City Municipal Code states that any Commissioner who is absent from any three (3) consecutive regular meetings of the Planning Commission is required to obtain an excused absence by consent of the Planning Commission in order to avoid forfeiting his or her position.